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October 1977

SUBJECT: CHANGE 1 To the Disaster Operations Plan

TO: All Holders of the Commonwealth of
Pennsylvania Disaster Operations Plan

FROM: James N. Lothrop *JNL*
Plans Officer
State Council of Civil Defense

1. Attached are replacement pages which comprise Change 1 to the Disaster Operations Plan. New pages should be inserted and old pages removed and destroyed as indicated below:

<u>OLD PAGES</u>	<u>NEW PAGES</u>
A-5 thru A-27	A-5 thru A-27B
Appendix 1 to Annex A	Appendix 1 to Annex A
D-5	D-5
Appendix 1 to Annex D	Appendix 1 to Annex D
-	Appendix 2 to Annex D
E-3, E-4	E-3, E-4
G-1, G-2	G-1, G-2
Z-1, Z-2, Z-3	Z-1, Z-2, Z-3

2. Notation should be made on the Record of Changes Page when Change 1 has been entered.

Attachments

- c. Provide to county and local government officials and representatives, general and specialized information concerning their emergency preparedness, operational and assistance responsibilities, including training in the performance of certain operational and assistance work and activities.

2. Emergency Operational Activities

- a. Disseminate to the Governor, Lieutenant Governor, Council Members, Departmental and Agency Emergency Representatives, together with county and local governments, as appropriate, precautionary notices, watches and warnings relating to actual or potential disasters and emergencies.
- b. Operate the State and Area Emergency Operations Centers (EOC).
- c. Provide overall coordination of increased readiness activities to include dissemination of increased readiness levels and warnings to State agencies, county and local governments, institutions, industry and citizens.
- d. Prepare summary and special situation reports for use in the general direction and control of State, county and local emergency operations.
- e. Draft emergency proclamations and State requests for Federal disaster and emergency declarations and associated Federal assistance.
- f. Supply, or assistance in arrangements for the emergency supply, of essential human and material assistance in State, county and local emergency operations.
- g. Provide emergency instructions and public information:
 - (1) Disseminate emergency instructions and information.
 - (2) Maintain a flow of official information and news.
- h. Coordinate radiological defense plans and operations to include:
 - (1) Radiological monitoring.
 - (2) Radiological reporting.
 - (3) Radiological situation evaluation.
 - (4) Preparation and dissemination of timely information on the extent, intensity and duration of radiological fallout hazards.
 - (5) Prediction of radiological fallout patterns within Pennsylvania and adjacent areas.
 - (6) Advice on allowable radiological exposures and decontamination procedures.

CHANGE 1
OCT. 1977

(7) Damage effects estimation.

- i. Coordinate with Federal government agencies and adjacent States as required.

3. Emergency Assistance Activities

- a. Disseminate general and specialized information concerning State and Federal emergency assistance available to both public and private agencies and organizations, as well as individuals and families.
- b. Supply to County and Local governments information, advice and assistance in preparation and filing of applications for Federal Community Disaster Loans.

B. Office of Administration

1. Emergency Preparedness Activities

- a. Develop policies and procedures for emergency expenditures, with special attention to financial accounting requirements.
- b. Develop and disseminate policies and procedures for identification, preservation and recovery of vital records, including but not limited to paper, microfilm, magnetic tape, charts, maps and photographs.
- c. Technical advice to local governments and non-profit organizations on records recovery.
- d. Develop and disseminate policies and procedures for protection of data processing and communications facilities from disaster and to recovery of such facilities from disaster.

2. Emergency Operational Activities

- a. Assignment of Commonwealth employees to temporary duty with State departments and agencies other than those by which they are normally employed, for the performance of specific and essential disaster operational or assistance work and activities.
- b. In coordination with the Civil Service Commission, recruitment of temporary employees needed by State agencies for the performance of essential administrative work and activities associated with disaster recovery.

3. Emergency Assistance Activities

- a. Establishment and operation, as requested by the State Council of Civil Defense and with necessary assistance on the part of other State departments and agencies, of State disaster information and assistance centers for individuals and families.*
- b. Provide assistance to agencies in the restoration of normal telephone and radio communication after a disaster.

C. Office of the Budget

1. Emergency Preparedness Activities

No assignment to this category.

2. Emergency Operational Activities

Transfer, as directed by the Governor, of Commonwealth funds to State departments and agencies for specified emergency operational purposes.

3. Emergency Assistance Activities

- a. Overall allocation of available funds to State departments and agencies for use in authorized disaster assistance activities.
- b. Supply, to the Governor, advice and assistance in matters relating to the receipt, custody, disbursement and accounting of funds contributed to the Commonwealth, and used for disaster relief purposes.

D. Governor's Energy Council

1. Emergency Preparedness Activities

Preparation of a Contingency Plan for energy shortage emergencies.

2. Emergency Operational Activities

- a. Collection and centralized reporting to the State Council of Civil Defense of information and data concerning anticipated or existing energy problems, including service disruptions and supply shortages.*
- b. Allocation of fuel, under a priority system established at the time, to affected Commonwealth communities.

3. Emergency Assistance Activities

Supply of technical advice and assistance in planning long-range redevelopment concerning supply of energy.

E. Office of State Planning and Development

1. Emergency Preparedness Activities

Action designed to assure the inclusion of due and appropriate provisions for basic and essential emergency preparedness measure, e.g., flood control, flood plain management, etc., in all major Commonwealth planning projects.

**See Matrix in Appendix 1 for agencies with related responsibilities. Note that the State agency having primary responsibility is denoted by the letter "P".*

2. Emergency Operational Activities

No assignment to this category.

3. Emergency Assistance Activities

- a. Analysis of overall disaster effects as related to possible need for major, long-range recovery plans and programs, particularly within areas embracing two or more political subdivisions.*
- b. Coordination of State, county and local economic recovery programs within disaster areas, the same to include assistance in the establishment of Recovery Planning Councils.*

F. Governor's Press Secretary's Office

1. Emergency Preparedness Activities

Action designed to assure due and appropriate dissemination of essential information concerning major Commonwealth emergency preparedness activities, including announcements of new or revised policies.

2. Emergency Operational Activities

Supply, to the State Council of Civil Defense as requested, of assistance in public information activities associated with Commonwealth emergency operations of major proportions.

3. Emergency Assistance Activities

No assignment to this category.

G. Department of Agriculture

1. Emergency Preparedness Activities

- a. Dissemination of information concerning the importance and availability of flood insurance to rural residents to include the preparation of specialized or other material required for the purpose.*
- b. Collection or preparation and appropriate advance dissemination of informational materials concerning the emergency protection and disaster rehabilitation in rural areas, including people, livestock, buildings, facilities and equipment.

2. Emergency Operational Activities

- a. Collection and centralized reporting, to the State Council of Civil Defense, of information and data concerning farm and agricultural damage and problems; and the disruption of dairy products, food supply and distribution services.*
- b. Assistance in the alleviation of immediate farm and agricultural problems, including disruption of dairy and food supply and distribution services.
- c. Supply of technical advice and assistance in inspection and necessary disposal of damaged or contaminated foodstuffs and commodities.*

- d. Provide Response Team Representatives to the State Council of Civil Defense Emergency Operations Centers to assist in the coordination of emergency operations.

3. Emergency Assistance Activities

- a. Assistance in specialized damage survey and reporting work and activities prerequisite to filing of State requests for Federal aid to residents of rural areas.
- b. Preparation and public dissemination of essential information concerning the availability of Federal farm assistance and the procedures to be followed in applying for such aid.
- c. Development and implementation of special State farm aid programs designed to assist in alleviating unusual disaster problems within agricultural areas.
- d. Supply of information, advice and assistance to residents of rural areas in matters relating to filing applications for emergency aid and submission of property insurance claims.

H. Department of the Auditor General

1. Emergency Preparedness Activities

No assignment to this category

2. Emergency Operational Activities

No assignment to this category.

3. Emergency Assistance Activities

Audit, pursuant to the provisions of Federal-State Disaster Assistance Agreements, of State, county, local and other expenditures of Federal disaster assistance funds "passed through" the Commonwealth.

I. Department of Banking

1. Emergency Preparedness Activities

Assistance in supply of general or specialized information concerning the Federal Flood Insurance Program to banks and other financial institutions and agencies.*

2. Emergency Operational Activities

- a. Collection and centralized reporting to the State Council of Civil Defense of general information and data concerning damage to financial institutions and agencies, including particularly major disruption of services rendered by such institutions and agencies.*
- b. Assistance in arrangements for the temporary emergency supply of banking services in stricken communities.*

3. Emergency Assistance Activities

- a. Dissemination of general or specialized information concerning availability of emergency financial assistance (Small Business Administration, Farmers Home Administration and other loans) to disaster victims, including both individuals and public and private agencies and organizations.*
- b. Supply, to State departments and agencies and county and local governments, of professional advice and assistance relating to financial aspects of economic recovery projects within disaster areas.*

J. Department of Commerce

1. Emergency Preparedness Activities

Dissemination of information concerning importance and availability of flood insurance to business, industrial and commercial organizations, to include the preparation of specialized or other material required for the purpose.*

2. Emergency Operational Activities

- a. Collection and centralized reporting to the State Council of Civil Defense, of information and data concerning disaster damage to, or disruption of, business, industrial and commercial facilities and services.*
- b. Provide Response Team Representatives to the State Council of Civil Defense Emergency Operations Centers to assist in the coordination of emergency operations.

3. Emergency Assistance Activities

- a. Dissemination of general or specialized information concerning availability of emergency financial assistance (Small Business Administration, Economic Recovery Administration and other loans) to business, industrial and commercial organizations adversely affected by disasters.*
- b. Supply, to business, industrial and commercial organizations, of assistance in the acquisition of excess and surplus Federal property made available for distribution and use in disaster situations.*
- c. Supply, to business, industrial and commercial organizations, of advice and assistance in matters relating to temporary or permanent relocation of establishments and facilities adversely affected by disasters.
- d. Preparation, as directed by the Governor, of requests for Federal implementation of temporary emergency allocation measures governing the supply of construction materials within disaster areas.
- e. Development and implementation, when authorized, of specialized disaster assistance programs for business, industrial and commercial organizations.
- f. Supply, to State departments and agencies and county and local governments, of advice and assistance in business, industrial and commercial aspects of economic recovery projects within disaster areas.*

K. Department of Community Affairs

1. Emergency Preparedness Activities

- a. Supply, to county and local government officials, of information, advice and assistance in matters relating to the establishment of eligibility to participate in the Federal Flood Insurance Program.
- b. Supply to Commonwealth departments and agencies of listings of those county and local governments which have established eligibility to participate in the Federal Flood Insurance Program.
- c. Initiate steps designed to assure the incorporation of essential and appropriate flood control and flood plain management provisions in community redevelopment and recreational facilities development plans and programs, particularly those to which the Commonwealth may make financial contributions.*

2. Emergency Operational Activities

- a. Collection and centralized reporting, to the State Council of Civil Defense, of information and data concerning disaster and emergency damage to community redevelopment and recreational facilities and the possible need for temporary emergency housing.
- b. Conduct, as requested by the State Council of Civil Defense, special field surveys of a municipal nature.*
- c. Conduct special surveys designed to determine needs for emergency housing, the supply of temporary emergency transportation, and similar specialized community services, to include preparation and filing, or assistance in the preparation and filing, of requests for Federal assistance.*
- d. Integrate personnel and material assets of the ten Uniform Substate Regional Planning Agencies into the overall Commonwealth response to the emergency situation.
- e. Provide Response Team Representatives to the State Council of Civil Defense Emergency Operations Centers to assist in the coordination of emergency operations.

3. Emergency Assistance Activities

No assignment to this category.

L. Department of Education

1. Emergency Preparedness Activities

- a. Development and dissemination of general policy information concerning emergency use of public educational facilities for disaster relief purposes.
- b. Dissemination of information concerning importance and availability of flood insurance to educational institutions.*
- c. Further the aims and objectives of emergency preparedness by the inclusion in the curriculum of appropriate civil defense material.

2. Emergency Operational Activities

- a. Collection and centralized reporting, to the State Council of Civil Defense, information and data concerning disaster damage to and disruption of public and private educational systems and facilities.*
- b. General direction and essential support of emergency operations involving the use of State educational facilities for disaster relief purposes.
- c. Provide Response Team Representatives to the State Council of Civil Defense Emergency Operations Centers to assist in the coordination of emergency operations.

3. Emergency Assistance Activities

- a. Dissemination of information concerning the availability of emergency financial assistance, notably that provided by U.S. Department of Health, Education and Welfare and the Federal Disaster Assistance Administration, to public and private educational institutions adversely affected by disasters.*
- b. Supply, as requested by the State Council of Civil Defense, professional engineering assistance in those educational facility damage survey and reporting activities which are prerequisite to the preparation and filing of Federal Disaster Assistance Project Application, to include assistance in the inspection of completed repair and replacement work.*
- c. Preparation and submission, or assistance in the preparation and submission, of applications for specialized educational assistance grants sometimes authorized in disaster situations and of Federal Disaster Assistance Project Applications filed by or on behalf of State and private non-profit educational institutions.*
- d. Supply, as requested by county and local agencies, professional advice and assistance in development of specialized training programs designed to assist disaster victims in meeting qualifications for employment in new fields of endeavor.

M. Department of Environmental Resources

1. Emergency Preparedness Activities

Supply, to Commonwealth departments and agencies as requested, technical advice and assistance in matters relating to flood control and flood plain management.

2. Emergency Operational Activities

- a. Collection and centralized reporting, to the State Council of Civil Defense, of information concerning emergency conditions and problems, to include specifically reports of damage to State-owned flood control, forest, park and recreational facilities and to public water supply and sewage disposal systems and facilities.*
- b. Supply of technical advice and assistance in the emergency protection of flood control structural integrity of dams, repair or replacement of public water supply and sewage disposal systems and facilities.
- c. Conduct surveys of public health hazards, actual or potential, to include the submission of reports of findings to the State Council of Civil Defense, State Department of Health and county and local officials, as appropriate.*

- d. Supply of technical advice and assistance in alleviation of public health hazards, including measures associated with necessary decontamination of radioactive materials, biological agents or conventionally toxic or otherwise undesirable materials, and private water supply sources. Assistance in air, water, food, vectorborne disease outbreaks and vector control activities.*
 - e. Supply of technical advice and assistance in inspection and necessary disposal of damaged or contaminated foodstuffs, commodities and decontamination of household goods.*
 - f. Technical direction of major waste disposal operations necessitated by disasters and emergencies.
 - g. Collection and centralized reporting, to the State Council of Civil Defense, of information and data concerning major forest and grassland fires.
 - h. Direction of overall operations associated with extinguishment of major forest and grassland fires.
 - i. Collection and reporting, to the State Council of Civil Defense, as well as to the Governor and the Secretary of Health and Secretary of Environmental Resources, as appropriate, of technical information and data concerning nuclear accidents.
 - j. Supply of technical advice and assistance in emergency protection and operational activities associated with nuclear accidents.
 - k. Conduct, or assistance in the conduct, of field surveys of occupational health hazards.
 - l. Curtailment of the movement of explosives, requirement of guards, and removal of small storage facilities to guarded areas.
 - m. Supply of technical advice and assistance in alleviation of hazards caused by mine subsidence.
 - n. Provide Response Team Representatives to the State Council of Civil Defense Emergency Operations Centers to assist in the coordination of emergency operations.
3. Emergency Assistance Activities
- a. Dissemination of general or specialized information concerning Federal financial assistance available to the operators of publicly-owned water supply and sewage disposal systems and solid waste facilities.
 - b. Supply, as requested by the State Council of Civil Defense, professional engineering assistance in flood control, forest, park and recreational facility and public water supply and sewage system damage survey. Reporting work which is a prerequisite to preparation and filing of Federal Disaster Assistance Project Applications, to include inspection of completed repair and replacement work.*
 - c. Preparation and submission of requests for Federal Financial assistance in timber removal operations necessitated by "major disasters" as declared by the President, to include overall direction of such operations.

- d. Supply of technical advice and assistance in flood control and flood plain management measures pertinent to major disaster recovery plans and programs.

N. Department of General Services

1. Emergency Preparedness Activities

- a. Development, review and revision, of emergency action plans, fire, flood, etc., for Commonwealth properties comprising the Capitol Complex at Harrisburg and other State Office Buildings located outside the Harrisburg area.
- b. Development and implementation, assisted by the Insurance Department, of a comprehensive Commonwealth property risk insurance plan and program.*
- c. Incorporation of essential damage prevention and control features, e.g., flood locks and valves, in the design of structures to be built under contract with the department.
- d. Action to assure the existence of appropriate flood and other insurance coverage of facilities and equipment the cost of which the department has made a financial contribution, or in which it has a financial or other direct interest.*

2. Emergency Operational Activities

- a. Collection and centralized reporting, to the State Council of Civil Defense, of information and data concerning major dangers or damage faced or suffered at facilities under jurisdiction of the Department.
- b. Institution of specialized actions essential to protection of people, vehicles and property, or maintenance or restoration of basic services, within facilities under jurisdiction of the Department including the Capitol Complex at Harrisburg and the State Office Buildings in Philadelphia, Pittsburgh, Altoona and Scranton.
- c. Procurement, or requested assistance in procurement, of equipment, materials and supplies required by Commonwealth departments and agencies to be used for emergency operational purposes, to include emergency supply of surplus State property, and surplus Federal foodstuffs and commodities under jurisdiction of the Department.
- d. Assignment, in accordance with such priorities as may temporarily be established by the State Council of Civil Defense, of State-owned motor vehicles to Commonwealth departments and agencies to be used for emergency operational purposes.
- e. Supply of technical advice and assistance in the inspection and necessary disposal of damaged contaminated foodstuffs and commodities.*
- f. Collection and centralized reporting, to the State Council of Civil Defense, of information and data concerning damage to installations and facilities under construction under contract with the department.*

3. Emergency Assistance Activities

- a. Supply, as requested by the State Council of Civil Defense, of professional engineering assistance in damage survey and reporting work and activities prerequisite to preparation and filing of Federal Disaster Assistance Project Applications, to include inspection of completed repair and replacement work.*

- b. Supply of assistance in acquisition and allocation of excess and surplus Federal property made available for use under Federal emergency and major disaster declarations.
- c. Supply of facilities and office equipment for joint State-Federal centers used to process individual and public assistance applications after a disaster.
- d. Provide Response Team Representatives to the State Council of Civil Defense Emergency Operations Centers to assist in the coordination of emergency operations.

O. Department of Health

1. Emergency Preparedness Activities

- a. Dissemination of information concerning the importance and availability of flood insurance to public and private medical and health agencies and organizations, to include the preparation of specialized or other material required for the purpose.*
- b. Development and appropriate advance dissemination of basic emergency medical and health policy statements, e.g., mass inoculations, treatment of drinking water, spreading of lime, etc., relating to disaster situations.*
- c. General direction and essential support of emergency operations involving the use of departmental institutions and facilities for disaster relief purposes, including the emergency supply of medical and health care services.
- d. Assistance in emergency procurement of medical and health equipment, materials and supplies required for use in State, county and local disaster relief operations.*
- e. Emergency supply of professional advice and assistance in State, county and local emergency medical health operations.*
- f. Establishment and operation, or assistance in the establishment and operation, of emergency or specialized mortuary facilities and services required in disaster situations.*

2. Emergency Operational Activities

- a. Collection and centralized reporting to the State Council of Civil Defense of information and data concerning damage to or disruption of medical and health service systems and facilities, the same to include information and recommendations as to the possible need for major or specialized State assistance in the alleviation of problems faced.*
- b. Field survey and reporting, to the State Council of Civil Defense and county and local officials directly concerned, of public health hazards, actual or potential, the same to include appropriate formal certifications as to the existence of any such hazards.*
- c. General direction and essential support of emergency operations involving the use of departmental institutions and facilities for disaster relief purposes, including particularly the emergency supply of medical and health care services.

- d. Assistance in the emergency procurement of medical and health equipment, materials and supplies required for use in State, county and local disaster relief operations.*
- e. Supply of professional advice and assistance in State, county and local emergency medical and health operations.*
- f. Establishment and operation, or assistance in the establishment and operation of emergency or specialized mortuary facilities and services required in disaster situations.*
- g. Provide Response Team Representatives to the State Council of Civil Defense Emergency Operations Centers to assist in the coordination of emergency operations.

3. Emergency Assistance Activities

- a. Dissemination of general or specialized information concerning availability of emergency financial assistance, notably that provided by the U.S. Department of Health, Education and Welfare and the Federal Disaster Assistance Administration, to public and private medical and health agencies and organizations.
- b. Supply, as requested by the State Council of Civil Defense, of professional engineering assistance in those medical and health facility damage survey and reporting activities which are prerequisite to the preparation and filing of Federal Disaster Assistance Project Applications, to include assistance in inspection of completed repair and replacement work.
- c. Preparation and submission, or assistance in preparation and submission, of Federal Disaster Assistance Project Applications filed by or on behalf of State and private, non-profit medical and health institutions, agencies and organizations.*
- d. Supply of professional medical and health advice and assistance in State, county and local counselling programs for disaster victims.*
- e. Development and implementation of specialized medical and health service programs designed to alleviate unusual disaster relief and recovery problems.

P. Insurance Department

1. Emergency Preparedness Activities

Provide to the Governor and the Secretary of General Services professional advice and assistance in matters relating to the establishment of a Commonwealth insurance program meeting Federal flood insurance requirements.

2. Emergency Operational Activities

- a. Supply to the State Council of Civil Defense such property damage information and data as may be available through insurance industry channels.
- b. Provide Response Team Representatives to the State Council of Civil Defense Emergency Operations Centers to assist in the coordination of emergency operations.

3. Emergency Assistance Activities

Supply to the State Council of Civil Defense professional advice and assistance in the evaluation or analysis of property damage information and reports.

Q. Department of Justice

1. Emergency Preparedness Activities

No assignment to this category.

2. Emergency Operational Activities

a. Legal Offices

- (1) Supply of legal advice and assistance to the Governor, Lieutenant Governor and State Council of Civil Defense, to include the maintenance of a call list of pertinent legal officers.

b. Bureau of Correction

- (1) Collection and centralized reporting, to the State Council of Civil Defense, of information and data concerning disaster damage to and problems faced at correctional institutions and facilities.*
- (2) Assistance, as requested by the State Council of Civil Defense or the Department of Environmental Resources, in emergency protection measures, including sandbagging, rescue, special transport, suppression of major forest and grassland fires and similar activities.
- (3) Assistance, as requested by the State Council of Civil Defense or the Department of General Services and through its Industries Division, in the supply of equipment, materials and supplies required for emergency operational purposes.

3. Emergency Assistance Activities

a. Legal Offices

- (1) Supply, or aid in arrangements for supply, of legal advice and services to disaster victims, particularly financially disadvantaged individuals.
- (2) Surveillance and investigation, or assistance in surveillance and investigation, of potential and reported fraud associated with financial disaster assistance.

b. Bureau of Consumer Protection

- (1) Special action designed to assure effective consumer protection during disaster situations, particularly the recovery phases.

R. Department of Labor and Industry

1. Emergency Preparedness Activities

No assignment to this category.

2. Emergency Operational Activities

ANNEX A
Personnel Activities

ANNEX B
Organization

ANNEX C
Vulnerability Analysis

ANNEX D
Damage Assessment

ANNEX E
Nuclear Incidents

- a. Collection and centralized reporting, to the State Council of Civil Defense, of information and data concerning unemployment caused by disasters.
- b. Assistance in recruitment of skilled and unskilled labor required for State, county and local emergency operations.
- c. Supply, as requested by the State Council of Civil Defense, of professional engineering assistance in the survey and reporting of damage to specified public buildings.*
- d. Preparing the Vocational School in Johnstown for use as a mass care center, if required.
- e. If required, making office space available for disaster information offices.
- f. Periodic reporting, to the State Council of Civil Defense, of information on damage to Departmental facilities.
- g. Provide Response Team Representatives to the State Council of Civil Defense Emergency Operations Centers to assist in the coordination of emergency operations.

3. Emergency Assistance Activities

Payment of authorized unemployment compensation benefits to eligible applicants.

S. Department of Military Affairs

1. Emergency Preparedness Activities

Maintain emergency operational capability and conduct of joint tests and exercises.

2. Emergency Operational Activities

- a. Collection and centralized reporting, to the State Council of Civil Defense, of information and data concerning disaster damage to and problems faced at departmental installations and facilities.*
- b. Supply, as directed by the Governor or requested or endorsed by the State Council of Civil Defense, and in accordance with provisions of the State Plan for Military Support of Civil Defense, of assistance in emergency protection measures, rescue, evacuation, medical and mass care, maintenance of law and order, air and ground transport, debris removal, facility repair and other basic and essential disaster relief operations.
- c. Provide Response Team Representatives to the State Council of Civil Defense Emergency Operations Centers to assist in the coordination of emergency operations.

3. Emergency Assistance Activities

No assignment to this category.

T. Department of Public Welfare

1. Emergency Preparedness Activities

- a. Development of a State plan for cash grants to meet disaster related expenses and needs of certain individuals and families adversely affected by "major disasters" as declared by the President, the same to include necessary Federal approval of the plan, together with appropriate advance dissemination of basic information concerning availability of the grants.
- b. Development of a State plan for the emergency issuance of food stamps to disaster victims, the same to be in full conformity with Federal statutes and regulations and to include appropriate advance dissemination of basic information concerning availability of the stamps.
- c. Dissemination of information concerning the importance and availability of flood insurance to the operators of mental health and special care facilities, the same to include, as necessary, the preparation of specialized or other materials for the purpose.*

2. Emergency Operational Activities

- a. Collection and centralized reporting, to the State Council of Civil Defense, of information and data concerning disaster damage to and disruption of public assistance, mental health and special care facilities and services, to include information and recommendations as to possible need for major or specialized State assistance in alleviation of problems faced.*
- b. General direction and essential support of emergency operations involving the use of departmental institutions and facilities for disaster relief purposes, including supply of mass and specialized care services.
- c. Supply of professional advice and assistance in State, county and local mass care operations, including aid to elderly, handicapped and mentally disturbed individuals, together with small children and their mothers.
- d. Emergency issuance for food stamps to disaster victims.
- e. Provide Response Team Representatives to the State Council of Civil Defense Emergency Operations Centers to assist in the coordination of emergency operations.

3. Emergency Assistance Activities

- a. Implementation of the Commonwealth Administrative Plan (Annex E, Disaster Recovery Plan) for cash grants to meet disaster related expenses and needs of certain individuals and families adversely affected by "major disasters" as declared by the President.
- b. Dissemination of general or specialized information concerning availability of emergency financial assistance, notably that provided by the U.S. Department of Health, Education and Welfare and the Federal Disaster Assistance Administration, to public and private mental health and special care agencies and organizations.*
- c. Supply, as requested by the State Council of Civil Defense, of professional engineering assistance in those mental health and special care facilities damage survey and reporting activities which are prerequisite to the preparation and filing of

Federal Disaster Assistance Project Applications to include inspection of completed repair and replacement work.*

- d. Preparation and submission, or assistance in the preparation and submission, of Federal Disaster Assistance Project Applications filed by or on behalf of State and private, non-profit mental health and special care institutions, agencies and organizations.*
- e. Supply of professional mental health and special care advice and assistance in State, county and local counselling programs for disaster victims.*
- f. Development and implementation of specialized State mental health and human care service programs designed to alleviate unusual disaster relief and recovery problems.

U. Department of Revenue

1. Emergency Preparedness Activities

No assignment to this category.

2. Emergency Operational Activities

- a. Collection and reporting, to the Governor and the State Council of Civil Defense as appropriate, of information and data concerning damage sustained by any departmental facility.*
- b. Collection and reporting to the Governor and the State Council of Civil Defense of information and data concerning estimated and potentially serious State revenue losses attributable to effects of disasters of major proportions.

3. Emergency Assistance Activities

No assignment to this category.

V. Department of State

1. Emergency Preparedness Activities

Dissemination of information concerning the importance and availability of flood insurance to the operators of charitable organization offices and facilities, to include the preparation of specialized or other materials required for the purpose.*

2. Emergency Operational Activities

Supply to the State Council of Civil Defense and other Commonwealth departments and agencies as requested advice and assistance in professional licensing problems faced in disaster situations.

3. Emergency Assistance Activities

No assignment to this category.

W. Pennsylvania State Police

1. Emergency Preparedness Activities

No assignment to this category.

2. Emergency Operational Activities

- a. Collection and centralized reporting, to the State Council of Civil Defense, of information and data concerning major or significant disaster effects and problems, including particularly facts relating to deaths and serious injury, loss of electric power, highway traffic disruption, maintenance of law and order and unusual occurrences or dangers.
- b. Emergency collection and maintenance, in disaster situations, of official, statewide records of dead and missing persons to include periodic reporting of summary statistics to the State Council of Civil Defense.
- c. Supply to the State Council of Civil Defense as requested and by means of the Commonwealth Law Enforcement Assistance Network and other departmental facilities, of assistance in emergency dissemination of essential disaster information and instructions.
- d. Supply of general and specialized police assistance in State, county and local emergency operations.
- e. Assistance in establishment and operation of emergency mortuary facilities and services, including particularly aid in identification of the dead.*
- f. Provide Response Team Representatives to the State Council of Civil Defense Emergency Operations Centers to assist in the coordination of emergency operations.

3. Emergency Assistance Activities

No assignment to this category.

X. Department of Transportation

1. Emergency Preparedness Activities

Supply, in cooperation with the Department of Community Affairs, information concerning the importance and availability of flood insurance to operators of public and private transportation systems and facilities.*

2. Emergency Operational Activities

- a. Collection and centralized reporting, to the State Council of Civil Defense, of information and data concerning disaster disruption and damage on State, Federal-aid and other highway systems and facilities to include summary information regarding major disruptions and damage to county and local systems and facilities.*
- b. Collection and centralized reporting, to the State Council of Civil Defense, of information and data concerning major disruptions of and damage to key air, rail and bus transportation systems and facilities.*
- c. Assistance, as requested by the State Council of Civil Defense, in supply of critically needed motor fuel and transport services.

- d. Provide Response Team Representatives to the State Council of Civil Defense Emergency Operations Centers to assist in the coordination of emergency operations.

3. Emergency Assistance Activities

- a. Preparation and submission, to the U.S. Department of Transportation, of State requests and applications for Federal assistance in repair or replacement of disaster damage to Interstate and Federal-aid highways and facilities.
- b. Preparation and submission, or assistance in county or local preparation and submission, of specialized Federal Disaster Assistance Project Applications relating to emergency supply of temporary public transportation service within Federally-declared major disaster areas.
- c. Supply of professional engineering assistance in highway, road and bridge damage survey and reporting work and activities prerequisite to the filing of Federal Disaster Assistance Project Applications relating to such facilities to include inspection of completed project work.
- d. Supply of technical and administrative advice and assistance to county and local governments in matters relating to the repair and replacement of county and local roads and bridges, as well as preparation and filing of applications for Federal assistance in the work.

Y. Treasury Department

1. Emergency Preparedness Activities

Develop, in coordination with the Offices of Administration and the Budget, and the Departments of General Services, Justice, Transportation, and the Auditor General, emergency procedures for expenditure of funds once a Commonwealth proclamation of Extreme Emergency or a Federal declaration of Emergency or Major Disaster is issued.

2. Emergency Operational Activities

Cooperation, with the State Council of Civil Defense and other Commonwealth departments and agencies, in arrangements for necessary temporary emergency measures designed to expedite pre-audit and disbursement of Commonwealth expenditures and funds in disaster and emergency situations.

3. Emergency Assistance Activities

No assignment to this category.

Z. Liquor Control Board

1. Emergency Preparedness Activities

Dissemination of information concerning importance and availability of flood insurance to owners of facilities leased by the agency.

2. Emergency Operational Activities

- a. Collection and centralized reporting, to the State Council of Civil Defense, of

information and data concerning damage to and problems faced at facilities and property under jurisdiction of the agency.*

- b. Adoption and enforcement of such temporary emergency policies and measures as may be deemed essential to proper and effective control of distribution and sale of alcohol and alcoholic beverages within disaster areas.
 - c. Supply, or assistance in the emergency supply, as requested by the State Council of Civil Defense or other Commonwealth departments and agencies, of alcohol and alcoholic beverages required for use in essential emergency operations, including particularly emergency medical care.
 - d. Inspection and appropriate disposal of damaged or contaminated supplies of alcohol and alcoholic beverages.
 - e. Supply, as requested by the State Council of Civil Defense, of assistance in limited, specialized or high priority emergency transport operations.
3. Emergency Assistance Activities
- a. Dissemination of general or specialized information concerning available Federal disaster assistance, i.e., emergency loans, etc., to owners of facilities leased by the agency.
 - b. Supply, as requested by the State Council of Civil Defense, of technical advice and assistance in damage survey and reporting activities related to agency facilities which are State owned to include inspection of completed repair and replacement work.

AA. Board of Probation and Parole

1. Emergency Preparedness Activities

Preplanning a system whereby field offices will:

- a. Report any difficulties experienced in operations.
 - b. Preplan either displacement to a new location, or offer limited office space to another State agency, if required.
2. Emergency Operational Activities

Adoption and enforcement of such temporary emergency policies and measures as may be deemed essential to proper, continuing and effective probation and parole functions within disaster areas.

3. Emergency Assistance Activities

No assignment to this category

BB. Civil Service Commission

1. Emergency Preparedness Activities

No assignment to this category.

2. Emergency Operational Activities

No assignment to this category.

3. Emergency Assistance Activities

Supply of assistance in emergency recruitment of limited term employees required by State departments and agencies, for performance of essential administrative work and activities associated with supply of disaster assistance.

CC. Fish Commission

1. Emergency Preparedness Activities

Development of liaison with appropriate departments and agencies to assure that interests of the Fish Commission are protected during initial damage surveys in the wake of an emergency.*

2. Emergency Operational Activities

- a. Collection and centralized reporting, to the State Council of Civil Defense, of information and data concerning damage to and problems faced at agency installations and facilities.*
- b. Conduct, as requested by the State Council of Civil Defense, of special site surveys of conditions or problems at specified points along waterways and at or in the vicinity of water impoundments, to include appropriate reports of findings.*
- c. Assistance in county and local rescue and evacuation operations carried out along waterways or at or in the vicinity of water impoundments.*
- d. Assistance in essential and priority water transport operations.
- e. Assistance, as requested by the Department of Environmental Resources, in operations associated with extinguishment of major forest and grassland fires.*

3. Emergency Assistance Activities

Supply of technical advice and assistance in matters relating to proper conduct of disaster relief projects in or along waterways or at or in the vicinity of water impoundments.

DD. Game Commission

1. Emergency Preparedness Activities

Maintain trained personnel for assignment to State and Area Civil Defense Emergency Operations Centers.

2. Emergency Operational Activities

- a. Collection and centralized reporting, to the State Council of Civil Defense, of information and data concerning damage to and problems faced at agency installations and facilities.*
- b. Assistance, to the State Council of Civil Defense as requested, in the conduct of

emergency communications operations.

- c. Conduct, as requested by the State Council of Civil Defense, of special site surveys of conditions at specified points, particularly in rural and forested areas to include submission of reports of findings.*
- d. Assistance in county and local rescue and evacuation operations, particularly along waterways and at or in the vicinity of water impoundments.*
- e. Assistance, as requested by the Department of Environmental Resources, in operations associated with the extinguishment of major forest and grassland fires.
- f. Provide Response Team Representatives to the State Council of Civil Defense Emergency Operations Centers to assist in the coordination of emergency operations.

3. Emergency Assistance Activities

No assignment to this category.

EE. Historical and Museum Commission

1. Emergency Preparedness Activities

Dissemination of information concerning the importance and availability of flood insurance to public and private historical organizations and museums.

2. Emergency Operational Activities

- a. Collection and centralized reporting, to the State Council of Civil Defense, of information and data concerning damage to and problems faced at agency installations and facilities.*
- b. Supply of technical advice and assistance in the recovery and preservation of historical and museum materials and records.

3. Emergency Assistance Activities

Supply, as requested by the State Council of Civil Defense, of assistance in that historical and museum damage survey and reporting work which is prerequisite to the preparation and filing of Federal disaster assistance activities to include inspection of completed preservation, restoration and replacement work.

FF. Human Relations Commission

1. Emergency Preparedness Activities

No assignment to this category.

2. Emergency Operational Activities

No assignment to this category.

3. Emergency Assistance Activities

Appropriate action designed to assure compliance with State and Federal non-discrimination statutes and regulations as related to the supply of disaster assistance to eligible agencies, organizations and individuals.

GG. Navigation Commission for the Delaware River and Its Navigable Tributaries

1. Emergency Preparedness Activities

No assignment to this category.

2. Emergency Operational Activities

- a. Collection and centralized reporting, to the State Council of Civil Defense, of information and data concerning emergency conditions and problems in or along the Delaware River and its navigable tributaries.*
- b. Assistance in operations associated with alleviation of emergency problems in or along the Delaware River and its navigable tributaries.

3. Emergency Assistance Activities

No assignment to this category.

HH. Public Television Network Commission

1. Emergency Preparedness Activities

Public broadcast, as requested and assisted by Commonwealth departments and agencies, of essential information concerning emergency preparedness, including flood insurance and flood plain management.

2. Emergency Operational Activities

- a. Collection and centralized reporting, to the State Council of Civil Defense, of information and data concerning damage to and problems faced at agency installations and facilities.*
- b. Public broadcast, as requested by the State Council of Civil Defense, of emergency information and instructions.
- c. Making available, as requested by the State Council of Civil Defense, the communications facilities controlled by the Public Television Network Commission.

3. Emergency Assistance Activities

- a. Public broadcast, as requested by Commonwealth departments and agencies, of general and specialized information concerning available emergency assistance and procedures to be followed in obtaining such assistance.

JJ. Public Utility Commission

1. Emergency Preparedness Activities

- a. Dissemination of information concerning the importance and availability of flood insurance to the operators of public utility systems and facilities.

2. Emergency Operational Activities

- a. Collection and centralized reporting, to the State Council of Civil Defense, of information and data concerning major damage to and disruption of public utility systems, facilities and services, including particularly prolonged disruption of electric power service.*
- b. Conduct, as requested by the State Council of Civil Defense, of special site surveys of utility service conditions and problems within specified areas.*
- c. Supply of technical advice and assistance in matters relating to emergency operation and supply of public utility systems, facilities and services.
- d. Assistance, as requested by the State Council of Civil Defense, in essential and priority personnel and specialized materials transport operations.*

3. Emergency Assistance Activities

- a. No assignment in this category.

KK. Turnpike Commission

1. Emergency Preparedness Activities

No assignment to this category.

2. Emergency Operational Activities

- a. Collection and centralized reporting, to the State Council of Civil Defense, of information and data concerning damage to and disruption of agency installations, facilities and services.*
- b. Supply, to the State Council of Civil Defense as requested, of necessary assistance in emergency communications, particularly to points on and in the immediate vicinity of the Turnpike.*
- c. Assistance, as requested by the State Council of Civil Defense, in emergency transport of personnel and materials to points on or in the immediate vicinity of the Turnpike.*
- d. Arrangements for toll-free travel of emergency vehicles on the Turnpike.
- e. Utilization of Commission facilities, including those under lease, for the emergency care of people using the Turnpike for travel.

3. Emergency Assistance Activities

No assignment to this category.

LL. Higher Educational Facilities Authority

1. Emergency Preparedness Activities

Action designed to assure the existence of appropriate flood and other insurance coverage on facilities and equipment toward the cost of which the agency has made a

financial contribution, or in which it has a financial or other direct interest.*

2. Emergency Operational Activities

No assignment to this category

3. Emergency Assistance Activities

Dissemination of general and specialized information concerning the availability of Federal emergency assistance to agencies and organizations to which the Authority extends financial assistance.*

MM. Highway and Bridge Authority

1. Emergency Preparedness Activities

Action designed to assure the existence of appropriate flood and other insurance coverage on facilities and equipment toward the cost of which the agency has made a financial contribution, or in which it has a financial or other direct interest.*

2. Emergency Operational Activities

No assignment to this category.

3. Emergency Assistance Activities

Dissemination of general and specialized information concerning the availability of Federal emergency assistance to agencies and organizations to which the Authority extends financial assistance.*

NN. Public School Building Authority

1. Emergency Preparedness Activities

Action designed to assure the existence of appropriate flood and other insurance coverage on facilities and equipment toward the cost of which the agency has made a financial contribution, or in which it has a financial or other direct interest.

2. Emergency Operational Activities

No assignment to this category.

3. Emergency Assistance Activities

Dissemination of general and specialized information concerning the availability of Federal emergency assistance to agencies and organizations to which the Authority extends financial assistance.*

OO. Transportation Assistance Authority

1. Emergency Preparedness Activities

Action designed to assure the existence of appropriate flood and other insurance coverage on facilities and equipment toward the cost of which the agency has made a financial contribution, or in which it has a financial or other direct interest.*

2. Emergency Operational Activities

No assignment to this category.

3. Emergency Assistance Activities

Dissemination of general and specialized information concerning the availability of Federal emergency assistance to agencies and organizations to which the Authority extends financial assistance.

APPENDICES

1. Matrix of State Agency Responsibilities
2. Organizational Facilities (County and Local)
3. Organizational Functions (County and Local)
4. Organizational Operations (County and Local)

	Property Insurance	Damage Survey	Emergency Assistance Info.	Emergency Med Care	Temp. Emerg. Housing	Food Commod. & Coupons	Family & Ind. Grants	Unemployment Compensation	Disaster Loans	Legal Svcs.	Professional Counseling	Farm Aid	Fire Supp.	Dwbls Removal	Human Pub. Facilities	Community Loans	Economic Recovery	Tech. Asst. Measures	Inst./Audit
Gov's Office																			
Admin			X														X		
Budget		X															X		
Energy			X														X		
Planning																	X		
Press																	X		
Departments																			
Agriculture																			
Auditor Gen																			
Banking																			
Commerce																			
Community Affairs																			
Education																			
Envir. Resources																			
Health																			
Insurance																			
Justice																			
Labor & Industry																			
Mil. Affairs																			
General Services																			
Public Welfare																			
Revenue																			
State																			
State Police																			
Transportation																			
Treasury																			
Boards																			
Liquor Control																			
Prob. & Parole																			
Commissions																			
Civil Service																			
Fish																			
Game																			
Historical & Museum																			
Human Relations																			
Navigation-Def. R																			
Public TV Network																			
Public Utility																			
Turnpike																			
Authorities																			
Higher Ed. Fac.																			
Highway & Bridge																			
Public School Bldg.																			
Trans. Assistance																			
Other																			
State Council of																			
Civil Defence																			

APPENDIX 1 TO ANNEX A

*Individual Assistance
**Other Than Individual

P - Primary Responsibility

CHANGE 1

OCT. 1977

ANNEX E

ANNEX D

ANNEX C
Vulnerability Analysis

ANNEX B
Organization

ANNEX A
Responsibilities

- a. City/County Engineers
- b. Personnel of Utility Companies
- c. Police and Fire Officials
- d. County Agricultural Agents
- e. County Health Officials
- f. Red Cross Officials
- g. Tax Officials
- h. Building Inspectors
- i. Real Estate Appraisers
- j. Contractors
- k. Professional Engineering Associations

3. In lieu of accomplishing damage assessment with in-house or volunteer inspectors, County Commissioners may elect to contract for their service on an as-required basis with an engineering firm, building contractor, etc.
4. Establish an agreement with local elected officials toward a cooperative effort in the collection of damage assessment data. Coordinate the effort outlined in that agreement during the collection of data.

F. Local Elected Officials:

Assist the County Commissioners in the collection of damage assessment data as outlined in their agreement with the Commissioners.

VII DAMAGE ASSESSMENT REPORTS

- A. Initial Reporting – The Damage Assessment Report should be transmitted by teletype with telephone as the secondary means of transmission, following the format at Appendix 1. It should be made concurrent with ongoing emergency operations. When called for by the State Civil Defense Director it will be submitted by the County Director to the Civil Defense Area Headquarters. The report will be reviewed at the Area Civil Defense EOC and forwarded by County to the State Civil Defense Director. The report should include basic elements of: what, where, and how much.
- B. Report Updates – Reports will be updated if additional damage information becomes available. Update Reports will reflect major changes or additions to the original Damage Assessment Report. Updating should cite initial reference reports showing message number or time/date identification.
- C. Report Information – As shown in Appendix 1, damage assessment reports of property damages in total numbers, by county, are required. Total dollar losses in terms of current replacement or repair costs and the uninsured portions of the dollar loss are also needed. These dollar amounts will be the best estimates for the total of each type of property. Note that overall cost estimates by category are required.
- D. Report Forms --
 1. Damage assessment reports will be compiled and submitted in the form provided in Appendix 1. This form is designed to meet Federal requirements and to facilitate rapid consolidation at the Area and State levels.
 2. Damage Assessment forms may be requested from the State Council of Civil Defense or be reproduced locally.

APPENDICES

1. Damage Assessment Report
2. Damage Teletype Report

DAMAGE ASSESSMENT REPORT

County _____

Type of Disaster _____

Date of Report _____

SECTION I – PUBLIC DAMAGE

LINE NO.	TYPE OF DAMAGE		ESTIMATED COST TO REPAIR OR REPLACE
1	DEBRIS CLEARANCE (Public Property and Streams)		
2	PROTECTIVE MEASURES (Life and Safety, Health, Property Stream/Drainage Channels)		
3	WATER CONTROL FACILITIES (Dikes, Levees, Dams, Drainage, Drainage Channels, and Irrigation Works)		
4	PUBLIC BUILDINGS AND EQUIPMENT (Buildings, Supplies, Inventory, Vehicles, Equipment, Transportation Systems, Higher Educational Facilities)		
5	PUBLIC UTILITY SYSTEMS (Water, Storm Drainage, Sanitary Sewerage, Light/Power)		
6	FACILITIES UNDER CONSTRUCTION (Public and Private Non-profit Facilities)		
7	PRIVATE NON-PROFIT FACILITIES (Educational, Medical, Emergency, Custodial Care, Utilities)		
8	PARK AND RECREATIONAL FACILITIES		
9		TOTAL PUBLIC DAMAGE	
10		TOTAL PUBLIC DAMAGE NOT COVERED BY INSURANCE	
11		NUMBER OF POLITICAL SUBDIVISIONS AFFECTED	
12		NUMBER OF PRIVATE NON-PROFIT ORGANIZATIONS AFFECTED	

COMMONWEALTH OF PENNSYLVANIA
STATE COUNCIL OF CIVIL DEFENSE

DAMAGE ASSESSMENT REPORT

SECTION IV – ROADS AND BRIDGES

(See Note 1)

LINE NO.	TYPE OF DAMAGE	ESTIMATED COST TO REPAIR OR REPLACE
25	ROADWAY DAMAGE	
26	BRIDGE DAMAGE	
27	TOTAL ROAD AND BRIDGE DAMAGE	

NOTE 1. Counties will report only on local and county roads and bridges.

CHANGE 1
OCT. 1977

SAMPLE TELETYPE/TELEPHONE MESSAGE
FORMAT FOR DAMAGE ASSESSMENT REPORTS

Fayette to Western Area

02/10/77

DAMAGE ASSESSMENT REPORT

1	50,000
4	100,000
7	50,000
9	200,000
10	150,000
11	16
12	4
14	300,000
15	400,000
17	700,000
18	250,000
19	350,000
20	450
22	275
23	700
25	400,000
26	200,000
27	600,000

J. Coffman as Per Fred L. Lebner/Fayette Co. Commissioner

- E. The Federal government will provide assistance upon request by the Governor.
- F. During peacetime the Bureau of Radiological Health, Department of Environmental Resources will determine levels of radiation in the environment and recommend emergency measures to protect the public from exposure.
- G. Appendix 1 provides the notification channels for response to nuclear incidents.
- H. Appendix 2 provides a list of selected references relating to emergency planning and response to nuclear incidents.

VI RESPONSIBILITIES

- A. County Civil Defense/Local Government Civil Defense
 - 1. Coordination with Local Authorities
 - 2. React to initial Notification by Facility Management
 - 3. Alert and Warning of Local Population
 - 4. Emergency Services
 - 5. Situation Analysis
- B. Bureau of Radiological Health (DER)
 - 1. Radiological Monitoring
 - 2. Accident Assessment
 - 3. Notification of Federal Authorities
 - 4. Recommendation of Protective Actions
 - 5. Recommendations for Protection of Potable Water and Food
 - 6. Recommendations for Recovery and Reentry
- C. State Council of Civil Defense
 - 1. Issue Planning Guidance
 - 2. Coordination of State Response to nuclear incidents
 - 3. Maintain Emergency Communications Facility
 - 4. Operate State Emergency Operations Center
 - 5. Emergency Public Information
 - 6. Coordination of State Agencies and Departments
- D. Pennsylvania State Police
 - 1. Maintenance of Law and Order

2. Search and Rescue
3. Traffic Control
4. Area Isolation/Quarantine
5. Evacuation
6. Control of Reentry

E. Department of Military Affairs

1. Search and Rescue
2. Traffic Control
3. Evacuation
4. Control of Reentry
5. Emergency Transportation
6. Aircraft for Aerial Monitoring
7. Installation Security

F. Department of Justice

1. Legal Counsel to Governor
2. Negotiations with Terrorists

G. Department of Transportation

1. Assist in Direction of Traffic Flow
2. Clearance of Roads and Highways

H. Department of Health

1. Emergency Medical Care
2. Identification of Dead, and Mortuary Services

VII STATE ASSISTANCE

A. Bureau of Radiological Health (DER)

Fifth Floor, Fulton Building
3rd & Locust Streets
Harrisburg, PA 17101
Telephone: 717-787-2480

Provides technical guidance and direction in an emergency where the public is, or may be, exposed to nuclear radiation.

COMMONWEALTH OF PENNSYLVANIA
DISASTER OPERATION PLAN

ANNEX G

TRAINING

I. REFERENCES

- A. Pennsylvania State Council of Civil Defense Training Memorandums.
 - 1. Publications Available for County and Local Training Programs. (Current edition)
 - 2. Available Training Courses. (Current edition)
 - 3. Special Training Courses Available (Current edition)
- B. Publication Catalog, Department of Defense, Defense Civil Preparedness Agency, MP-20
- C. Defense Civil Preparedness Agency Motion Picture Catalog, MP-6 and Pennsylvania State Council of Civil Defense Motion Picture Films Available for Loans. (Current edition)

II. SITUATION

- A. Successful implementation of the State Disaster Operations Plan depends upon trained, knowledgeable personnel who are capable of carrying out their assigned task during any disaster situation. To achieve this capability requires that training be accomplished on a day-to-day basis prior to the disaster.
- B. Civil Defense training is the responsibility of all levels of government, however, primary responsibility must rest with each County and Local Civil Defense Director. The State Council of Civil Defense will provide active assistance in the presentation of special seminars, the conduct of formal training courses and exercises, aid and advice in the development of county exercises and the supply of training aids and materials.

III. MISSION

The demonstrated assurance that every individual involved in disaster operations is adequately prepared to accomplish assigned tasks, operating in the framework of a responsive, efficient and effective organization. It is essential to provide disaster training and education programs to county and local governments and to the citizens of the Commonwealth in order that the State and all communities are prepared to operate so that casualties and property damage are minimized and normal conditions are restored as soon as possible.

IV. CONCEPT OF OPERATION

- A. Training is accomplished in two phases:

CHANGE 1
OCT. 1977

1. Phase one consists of training required to qualify all civil defense directors, of county and local governments, in disaster operations within the Commonwealth of Pennsylvania. This training will be evaluated at county level to assure acceptable performance capability. Simulation exercises provide guidelines for further training, testing, revision and updating the State Disaster Operations Plan.
 2. Phase two is continuation or refresher training. The requirement may stem from frequent turnover of personnel as well as the generally accepted need for periodic refresher training to prepare for non-routine operations. A periodic stimulation of interest should be a primary goal of continuation training.
- B. Each county is responsible for developing a training program tailored to its specific needs as well as for evaluating the program to assure attainment of an acceptable level of disaster operational preparedness.

V. ORGANIZATION

A. Federal Level

Defense Civil Preparedness Agency provides specific training programs, training literature and assists the State Council of Civil Defense in evaluating training proficiency through the DCPA Region Two office.

B. State Level

The State Council of Civil Defense develops, conducts, coordinates and promotes the training program throughout the Commonwealth and assists the counties in developing training policy for disaster operational readiness.

C. County/Local Level

The County and Local Civil Defense Director plans and conducts disaster preparedness training of respective Emergency Operations Center personnel.

VI. TASKS

- A. The Defense Civil Preparedness Agency, Region Two, holds periodic training sessions and conferences with State Council of Civil Defense personnel and County and Local Defense Directors to provide guidance in developing their respective training programs.
- B. The State Council of Civil Defense
 1. Establishes policy related to and coordinates and promotes the civil defense training program.
 2. Develops and conducts emergency operations simulation exercises at the State and County levels of government.
 3. Conducts and assists in specialized training programs for State, County and local organizations.
 4. Distributes instructional aids and training materials on request.
 5. Assists County Civil Defense Directors in evaluating present and planning future training programs.

COMMONWEALTH OF PENNSYLVANIA
DISASTER OPERATIONS PLAN

ANNEX Z

EDUCATION SERVICES

I. REFERENCES

- A. Commonwealth of Pennsylvania State Council of Civil Defense Act of 1951.

II. SITUATION

- A. In times of disaster, whether natural, man-made or war-caused, school districts, private schools and higher educational institutions will be required to provide a number of emergency services including shelter, mass feeding and transportation.
- B. School Administrators must prepare emergency plans and train key disaster personnel to take immediate and positive action to carry out their emergency responsibilities to minimize loss of life and property damage.

III. ASSUMPTIONS

- A. School districts, private schools, and higher educational institutions' plans will be coordinated with county/local Civil Defense plans.
- B. All schools will exercise a high degree of initiative and take precautionary measures to protect students, staff and facilities against any type of disaster.
- C. All schools will take steps toward training of staff and pupils in survival techniques.

IV. ORGANIZATION

- A. School Districts, private schools, Universities, Colleges and Community Colleges are, in times of emergency, organized the same as for day-to-day operations.
- B. School Districts are a part of local government and are responsible to the local school board and/or governing body under emergency conditions.

V. RESPONSIBILITIES

- A. Department of Education
 - 1. Develop and publish disaster preparedness guidance and instructions to school districts, private schools and institutions of higher Education.
 - 2. Establish an Emergency Operations Center in the Education Building, Harrisburg.
 - 3. Maintain contact with elements of the Department of Education to provide guidance and assistance and to keep the Secretary of Education apprised of the emergency situation.

4. Provide to the State Council of Civil Defense a consolidated report on assessment of damage to educational facilities.
5. Provide emergency representatives to the State Council of Civil Defense Emergency Operations Center.

B. All Institutions of Higher Education

1. Develop emergency plans in accordance with guidance received from the Office of Higher Education.
2. Provide for feeding and lodging support in the operation of Mass Care Centers in selected institutional facilities.
3. Provide the State Department of Education school damage assessment reports. PL 93-288 reimburses Higher Education facilities for clean-up, equipment, contents and repair of disaster damage.

C. School Districts

1. Provide leadership and instruction in self-protection at community, family and individual level.
2. Develop district plans and provide guidance for the development of school emergency plans.
3. Develop and coordinate a radiological monitoring and shelter management capability among district personnel.
4. Coordinate a program of instruction in Personal and Family Survival in schools.
5. Coordinate with local officials the use of school buildings and facilities for the operation of emergency hospitals.
6. Coordinate the provision of feeding and lodging support in the operation of Mass Care Centers in selected school facilities.
7. Coordinate the availability of uncommitted school buses for emergency transportation.
8. Provide the State Department of Education damage assessment reports. Public Law 81-874 Section 7A reimburses School Districts for loss of revenue and excess costs due to the disaster. School Districts are entitled to maintain a level of education as existed before the disaster. Facility damage, equipment and contents are reimbursable under Section 7B (Impact Aid).

D. Private Schools

1. Develop emergency plans in accordance with guidance received from the Office of Basic Education.
2. Provide for feeding and lodging support in the operation of Mass Care Centers in selected institutional facilities.
3. Provide the State Department of Education damage assessment reports. Private/non-profit educational facilities are eligible for reimbursement for clean-up, debris removal, replacement of equipment, contents and repair of damage (PL 93-288).

VI. CONCEPT OF OPERATIONS

- A. During day-to-day operations all educational institutions will prepare and disseminate to each building an emergency operations plan. They will assist in the preparation of emergency plans and exercise supervision in training selected personnel in emergency assignments. Each educational institution will perform tests, at least annually, to check on adequacy of training.
- B. Each educational facility will develop, test and update an Emergency Disaster Plan. Personnel training will be thorough and continuous.
- C. The development of emergency plans will be coordinated and integrated with those of the Civil Defense Organization of the respective political subdivision. Political subdivision plan coordination may be obtained by contacting the county/local Civil Defense Director.
- D. The Department of Education Emergency Operations Center is located in the Education Building, Harrisburg, Room 513. Telephone numbers are:

(717) 787-7575 or

(717) 787-7602

During emergencies this center will maintain contact with offices of District Superintendents, Directors of Private Schools, Universities and Colleges to receive reports, obtain or provide assistance and discuss matters pertaining to the emergency.

Reference: Additional information concerning disaster assistance can be obtained by contacting one of the following persons:

Coordinator for Higher
Education Field Facilities:

Mr. Jack Priest
Room 416, Education Building
787-8034

Coordinator for Basic
Education Field Facilities:

Mr. John Whare, Jr.
Room 323, Education Building
787-6364

Coordinator for PDE Head-
quarters, Auxiliary
Organizations and/or Buildings:

Mr. William Jones, Sr.
Coordinator for Civil Defense
Room 514, Education Building
783-8860

ANNEX A
Responsibilities

ANNEX B
Organization

ANNEX C
Vulnerability Analysis

ANNEX D
Damage Assessment

ANNEX E
Nuclear Incidents

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ANNEX A
Responsibilities

ANNEX B
Organization

ANNEX C
Vulnerability Analysis

ANNEX D
Damage Assessment

ANNEX E
Nuclear Incidents

COMMONWEALTH OF PENNSYLVANIA

DISASTER OPERATIONS PLAN

ANNEX A
Responsibilities

ANNEX B
Organization

ANNEX C
Vulnerability Analysis

ANNEX D
Damage Assessment

ANNEX E
Nuclear Incidents



COMMONWEALTH OF PENNSYLVANIA
OFFICE OF THE GOVERNOR
HARRISBURG

MILTON J. SHAPP
GOVERNOR

July 12, 1977

The Commonwealth has long recognized its responsibility to mitigate the effects of natural, man-made or war-caused emergencies, and generally to protect the health and safety and preserve the lives and property of the people of the Commonwealth.


The Commonwealth of Pennsylvania Disaster Operations Plan has been developed as the basic plan for all emergency operations in the Commonwealth. It provides a sound basis for emergency preparedness programs and training activities which will ensure an optimum readiness posture for survival operations should a disaster occur or threaten in any area of the Commonwealth. All emergency planning should support and supplement the basic policies and concepts presented in this plan.

The State Disaster Operations Plan outlines policies and general procedures to provide a common basis for joint State and County/Local government operations in natural disaster and war-caused emergency situations. The Plan also is intended to reflect and establish policy for the broad concept of disaster planning and operation and prescribes and assigns objectives, tasks and functional responsibilities to the various departments and agencies of the State government and the counties and local governments of the Commonwealth.

The State Council of Civil Defense is charged with the responsibility for implementing this Plan through coordination with all State departments and agencies, counties and municipalities.

Therefore, by virtue of the authority vested in me by the Commonwealth of Pennsylvania State Council of Civil Defense Act of 1951, P.L. 28, as amended, I hereby promulgate and issue the Commonwealth of Pennsylvania Disaster Operations Plan.

This Plan supersedes all previous editions of the Commonwealth of Pennsylvania Disaster Operations and Assistance Plan.


MILTON J. SHAPP
Governor

ANNEX A
Responsibilities

ANNEX B
Organization

ANNEX C
Vulnerability Analysis

ANNEX D
Damage Assessment

ANNEX E
Nuclear Incidents

COMMONWEALTH OF PENNSYLVANIA
DISASTER OPERATIONS PLAN

TABLE OF CONTENTS

	Page
Foreword	i
I Authority, References and Recision	1
II Purpose	1
III Scope	2
IV Definitions	2
V Situation	3
VI Assumptions	4
VII Mission	5
VIII Organization	5
IX Concept of Operations	6
X Emergency Task Assignments	9
XI Direction and Control	10
XII Mutual Aid Agreement	11
XIII Execution	11
Annexes	
A. Responsibilities	
B. Organization	
C. Vulnerability Analysis	
D. Damage Assessment	
E. Nuclear Incidents	
F. Hazardous Materials	
G. Training	
H. Communications	

ANNEX A
Responsibilities

ANNEX B
Organization

ANNEX C
Vulnerability Analysis

ANNEX D
Damage Assessment

ANNEX E
Nuclear Incidents

Annexes (Continued)

- I. Warning
- J. Increased Readiness
- K. Crisis Relocation
- L. Shelter Operations
- M. Radiological Defense
- N. Public Information
- O. Red Cross Services
- P. Salvation Army Services
- Q. Police Services
- R. Fire Services
- S. Highway Operations
- T. Transportation
- U. Aviation
- V. Military Support
- W. Welfare Services
- X. Health Services
- Y. Agriculture Services
- Z. Education Services
- AA. Reports and Records

FOREWORD

The primary mission of government in an emergency is to provide an organizational structure and resources to protect the lives and property of its citizens. However, the capacity to exploit the self-help and mutual support potential of its citizens within the framework of county and local government organizations is crucial to the development of effective statewide emergency preparedness plans and programs.

Regardless how well the State and Federal governments are organized to provide assistance, the unpredictable nature of disasters and the time and space factors involved, are such, that in the final analysis, the county and local political jurisdiction must withstand the initial impact of the disaster on its own. The unavoidable period of self-sufficiency enforced on the county and local governments will vary based on the nature and extent of the disaster and may range from several hours in the case of a natural disaster to several days following a war-caused disaster producing high levels of nuclear radiation.

The degree to which the disaster is contained and the price that is paid in the loss of life and property will be governed by the readiness posture and capacity of county and local government to effectively employ the considerable self-help potential found in any community.

The citizens of each county and local jurisdiction have invested in certain governmental and volunteer emergency services organizations and facilities. Recognizing that these emergency services will be inadequate should a major disaster strike, it is the duty of county and local government to provide for the emergency expansion of its survival capabilities within the limits of available resources. Mutual aid agreements should be negotiated with neighboring jurisdictions; plans should be developed to ensure effective use of resources and capabilities of civic and volunteer organizations and the private sector; and all county and local government employees should be cross-trained and assigned to play an effective and useful role during the emergency period.

The Commonwealth of Pennsylvania Disaster Operations Plan, including its annexes and other supporting documents and plans, provides a basis for coordinating emergency service operations. It also establishes the organizational and operational concepts and procedures designed to maximize the rendering of assistance and minimize loss of life and property and expedite recovery from any disaster situation.

The mission of Civil Defense as we know it today is the result of nearly three decades of evolution. During this period of time, it has moved from the world of possibility — the threat of nuclear attack — into the world of probability where the requirement for emergency response and assistance to all types of disasters can be expected. Civil Defense has come of age, and today it is an integral part of the day-to-day operations of government at all levels. It is essential, therefore, that all officials charged with responsibility for Civil Defense be ready to confront any emergency in such a way that casualties and property damage will be minimized and normalcy restored as quickly as possible.

Oran K. Henderson
Director of Civil Defense
Commonwealth of Pennsylvania

COMMONWEALTH OF PENNSYLVANIA DISASTER OPERATIONS PLAN

I. AUTHORITY, REFERENCES AND RECISION

A. Authority

This plan complements appropriate Federal guidelines and implements Commonwealth directives related to emergency operations. It is issued under the authority of and in accordance with the provisions of the Act of March 19, 1951, Pamphlet Law 28, as amended, legally known as the "State Council of Civil Defense Act of 1951."

B. References

1. The Federal Civil Defense Act of 1950, PL 81-920
2. The Federal Civil Defense Guide
3. The National Plan for Emergency Preparedness
4. Regional Emergency Operations Plan for Defense Civil Preparedness Agency, Region II
5. First U. S. Army Military Assistance Plan (Short Title: 1A MAP)
6. The Disaster Relief Act of 1974, PL 93-288
7. Commonwealth of Pennsylvania Management Directive 720.1, "Assignment of Emergency Responsibilities to Departments and Agencies."

C. Recision

All previous editions of the Commonwealth of Pennsylvania State Disaster Operations and Assistance Plan.

II. PURPOSE

- A. To provide a State emergency operations plan which incorporates civil preparedness standards established by the Defense Civil Preparedness Agency.
- B. To define the role of local, county and State governments prior to, during and after a disaster, whether war-caused, man-made or natural.
- C. To provide guidance to agencies of State government, counties, and political subdivisions as to their emergency preparedness and operational responsibilities in coping with disaster situations.
- D. To provide coordination, direction, control and continuity of government in disaster situations.
- E. To provide a basis for preparation of detailed emergency operating procedures and training by agencies of State government and the political subdivisions.

III. SCOPE

- A. Outlines the State organization for Civil Defense.
- B. Establishes the concepts and policies under which all elements of State government and its political subdivisions will operate during emergencies.
- C. Provides the framework for State and Federal support to county and local governments in emergency operations, to include pre-emergency planning and preparation, disaster or emergency operations and post-disaster recovery and rehabilitation activities.
- D. Provides for the integration of total resources of government and the private sector and assigns broad and specific responsibilities to elements of government, quasi-government and private activities.
- E. Sets forth State concepts and procedures which county and local governments may use in the development of local plans for emergency operations which will support the State Plan and make the most effective use of all resources.

IV. DEFINITIONS

- A. War-caused Disaster — Any condition following an attack upon the United States resulting in substantial damage of property or injury to persons in the United States caused by use of bombs, missiles, shellfire, nuclear, radiological, chemical, or biological means, or other weapons or overt paramilitary actions, or other conditions such as sabotage.
- B. Natural Disaster — Any hurricane, tornado, storm, flood, high-water, wind-driven water, tidal wave, earthquake, landslide, mudslide, snowstorm, drought, fire, explosion, or other catastrophe which results in damage to property, hardship, suffering or possible loss of life.
- C. Man-made Disaster — Any industrial, nuclear, or transportation accident, explosion, conflagration, power failure, resource shortage, or other condition, except enemy action, resulting from man-made causes, such as oil spills and other injurious environmental contamination, which threatens or causes damage to property, human suffering, hardship or loss of life.
- D. Emergency Services — The preparation for and the carrying out of functions other than functions for which military forces are primarily responsible, to prevent, minimize, and repair injury and damage resulting from war-caused, natural, or man-made disasters, together with all other activities necessary or incidental to the preparation for and carrying out of the fore-going functions. These functions include, without limitation, firefighting services, police services, medical and health services, rescue, engineering, disaster warning services, communications, radiological, shelter, chemical and other special weapons defense, evacuation of persons from stricken areas, emergency welfare services, emergency transportation, emergency resources management, existing or properly assigned functions of plant protection, temporary restoration of public utility services and other functions related to civilian protection.
- E. Standard Public Fallout Shelter — A shelter that provides a minimum radiation protection factor of 40 (PF 40) (occupant would receive 1/40th the radiation he would receive if unprotected). Studies show that with such protection, more than 90 percent of the people who survive the direct effects of a nuclear attack on the United States and who otherwise would die from the effects of fallout radiation without shelters, could survive.

- F. Best Available Shelter — Shelters that provide a minimum radiation protection factor of ten (10) or better. Studies also show that where PF 40 shelter is not available, use of the best protection locally available will save many lives.
- G. Mobilization and Gateway Sites — The emergency organization and facilities established at pre-selected locations for the purpose of organizing best locally available public and private facilities and capabilities for the reception, registration, care and control of personnel evacuated from possible target areas or evacuated from disaster areas.
- H. Political Subdivisions — The government of any County, City, Borough, Township or Town.

V. SITUATION

A. Potential Hazards (See Annex C)

1. Natural and Man-made Disasters

- a. The Commonwealth of Pennsylvania is subject to floods, hurricanes, tornadoes and other natural disasters. Based on past experience, any part of the State is subject to a natural disaster at any time with little or no advance warning.
- b. Industrial complexes and increasing expansion in many sections of Pennsylvania make these areas susceptible to disasters of an accidental nature. Accidents involving nuclear power plants, aircraft, ships, railways, highway vehicles, and industrial explosion could set off disasters of major proportions in the Commonwealth.

2. Resource Shortages

The Commonwealth of Pennsylvania relies on external sources of supply for certain resources essential to the health and welfare of its citizens and its economic well-being. A variety of circumstances (work stoppages, interruptions of transportation, natural shortages, severe snow or ice storms, etc.), could present a requirement for emergency management of available resources.

3. War-Caused Disasters

- a. The National Plan for Emergency Preparedness considers international conflict under three broad contingencies: International Tension, Limited War and General War. While General War, which is defined to include nuclear attack upon the United States, is the least likely contingency, it would create unprecedented and exceedingly difficult problems. For this reason, this Plan is presented largely in terms of this kind of contingency. Policies and measures prescribed herein may be selectively applied as appropriate and necessary to other emergency conditions, especially limited war requiring full mobilization of the nation's economy.
- b. Under nuclear attack, all areas of Pennsylvania are subject to the likelihood of fallout radiation and some areas would possibly be subject to the hazards of blast, fire and initial radiation. The success of survival and recovery operations following such an attack will rely heavily on the conservation and judicious application of available resources.

B. Disaster Response Capabilities

- 1. The Commonwealth of Pennsylvania and its political subdivisions maintain a combination of governmental and volunteer emergency services organizations and

facilities adequate to cope with normal day-to-day emergencies. Based on economic considerations, these organizations are inadequate to deal with major disasters. Effective response to disasters must, therefore, rely on the development of plans, organizations and trained personnel which will permit the rapid mobilization and effective utilization of the total resources and capabilities of government and the private sector as required.

2. Help may not be available from the State or Federal Government to County and local governments for a period of several hours following a natural or man-made disaster and for a period of several days following a war-caused disaster producing high levels of nuclear radiation. Each county and local government must, therefore, be prepared to bear the initial impact of a disaster on its own.
3. The impact and timing of disasters will vary from one locale to the next and in many instances the disaster response capability of a county or local government may be reinforced through mutual support agreements with neighboring political subdivisions.

C. Emergency Operations

1. The primary goal of the State Council of Civil Defense is to develop a capacity at State, county and local levels of government for the direction and effective coordination of emergency operations. This capability involves having the plans, organization, personnel, procedures, facilities and equipment necessary for governments to analyze an emergency situation and take effective action to preserve lives and property, conduct and coordinate emergency operations, and manage emergency resources.
2. This Plan is the basis for emergency operations in the Commonwealth of Pennsylvania.

VI. ASSUMPTIONS

- A. That maximum damage and destruction may result from a natural, man-made or war-caused disaster.
- B. That since the Commonwealth of Pennsylvania is geographically located in the strategically important North Atlantic Region of the United States, it has a high degree of vulnerability to enemy nuclear attack.
- C. That pre-disaster warning time will permit the introduction of preplanned readiness actions.
- D. That in the event of a nuclear attack on the United States:
 1. Military installations, centers of population, industry, and transportation facilities would be probable targets.
 2. Large areas may become contaminated by fallout, requiring the population to seek protection in fallout shelters.
 3. Access to some areas could be denied for a period of several days.
 4. Human hardship and suffering will constitute the most immediate problem.
 5. Large areas of the country will be free of physical damage; and substantial resources will be available if properly managed, to support survival and recovery efforts.
 6. The Pennsylvania National Guard will be mobilized to Federal duty.

7. The Federal government will provide disaster assistance during the recovery phase of war-caused disaster.

VII. MISSION

- A. The mission of the State Council of Civil Defense is to plan and prepare for emergency operations which will insure that casualties and property damage will be minimized and normal conditions will be restored as rapidly as possible in the event of a war-caused, man-made, or natural disaster.
- B. The mission of each county and local government is to develop plans and prepare for emergency operations in conformity with this Plan and State Council of Civil Defense Act of 1951.

VIII. ORGANIZATION

A. General

1. The Commonwealth of Pennsylvania State Council of Civil Defense Act of 1951 provides that emergency services organization and operation will be structured around existing constitutional government.
2. The Act provides for the establishment of a State organization known as the State Council of Civil Defense. The Council is headed by the Governor under the chairmanship of the Lieutenant Governor and is comprised of 14 members.
3. The Governor has appointed a Director of Civil Defense to coordinate and administer emergency services operations in the Commonwealth.
4. The Act also requires that each political subdivision shall have a Civil Defense Organization headed by a Director appointed by the Governor.

B. State Organization

The State organization for emergency operations includes:

1. The Governor and his immediate staff
2. The State Council of Civil Defense
 - a. The State primary Emergency Operations Center (EOC) located in Harrisburg
 - b. The State alternate EOC located in Selinsgrove
 - c. Three Civil Defense Area Headquarters
 - d. Three Area Emergency Operations Centers
3. State agencies assigned emergency responsibilities or having the capabilities to provide needed assistance in an emergency situation (See Annex A).
4. Liaison personnel from responsible Federal agencies and participating quasi-public activities.

C. Local Organizations

The local organization for emergency operations includes:

1. County and local government
 - a. County and local Civil Defense Directors
 - b. County and local Emergency Operations Centers
2. Locally available manpower, materials, equipment and facilities organized by the local governments for the disaster readiness effort.

D. Forces Available

The forces available, coordinated by the Director of Civil Defense include:

1. County and Local Civil Defense Organizations, elements of State agencies and activities assigned emergency responsibilities.
2. Non-governmental and quasi-public organizations:
 - a. American National Red Cross
 - b. Salvation Army
 - c. Mennonite Disaster Service
 - d. Civil Air Patrol
 - e. Radio Amateur Civil Emergency Services (RACES)
3. Private Sector (Volunteer)
 - a. Churches
 - b. Civil organizations
 - c. Private industry
 - d. Private individuals

IX. CONCEPT OF OPERATIONS

A. General Principles

1. Direction of emergency operations and administration of disaster relief will be exercised by the lowest level of government affected.
2. State agencies having emergency responsibilities will provide assistance directly to political subdivisions where possible. Those agencies having divisions, districts or local offices in the Commonwealth will direct the supervisors in charge of such activities to develop mutual emergency support plans with county and local government officials.
3. Federal assistance is supplemental to and not a substitute for relief provided by the Commonwealth and its political subdivisions.

4. All appropriate locally available forces and resources will be fully committed by the affected county and local government before requesting assistance from a higher level of government.
5. If county and local governments require State assistance the various Commonwealth Departments/Agencies will perform the necessary emergency functions as assigned by Management Directive 720.1 and this Plan. State Departments and Agencies not having an assigned emergency mission under a specific category by the Management Directive will be prepared to carry out such duties as may be directed by the Governor and/or as requested by the State Council of Civil Defense.
6. Support forces furnished county and local governments from outside sources will be assigned on a mission-type basis and will be under the operational control of the department, agency or office furnishing the force.
7. When two or more political subdivisions are affected, the next higher level in the Civil Defense organization (County, Area) will exercise responsibility for coordination and priority support to the area of operations.
8. Direction and control of State emergency operations will be exercised by the State Director of Civil Defense under policy guidance of the State Council of Civil Defense, in order to assure maximum emergency response capability.
9. Centralized direction, control and coordination of major emergency operations will be effected through the State Emergency Operations Center (EOC)
10. Public information in normal day-to-day operations is generally provided directly to the news media by the respective Department/Agency Heads of State Government. When the Commonwealth Disaster Operations Plan is activated, all emergency public information will be released through the State Council of Civil Defense by a representative of the Governor's Press Secretary's Office. All news and/or Public Information contacts concerning emergency situations will be referred to the State Council of Civil Defense Public Information Officer by all State Government personnel.

B. Emergency Procedures

1. Whenever in the opinion of the Governor, the safety and welfare of the people of the Commonwealth require the exercise of extreme emergency measures due to a threatened or actual disaster, he may proclaim a state of extreme emergency to exist in the Commonwealth or any portion thereof.
2. Whenever the Governor has proclaimed a state of extreme emergency, each political subdivision within the disaster area may enter into contracts and incur obligations necessary to combat such threatened or actual disaster, protect the health and safety of persons and property and provide emergency assistance to the victims of such disaster. In exercising this authority, the political subdivision may proceed without regard to time consuming procedures and formalities prescribed by law (except for mandatory constitutional requirements) pertaining to the performance of public works, entering into contracts, incurring obligations, employment of temporary workers, rental of equipment, purchase of supplies and materials, levying of taxes and appropriation and expenditure of public funds.

3. Detailed procedures pertaining to increased readiness when a disaster threatens and actions to be taken in support of survival and recovery operations when a disaster strikes, are contained in Annex J to this plan.
4. Procedures for implementing economic stabilization measures and emergency management of resources will be promulgated in a separate plan.
5. Pennsylvania's statutes do not embody provisions for county or local issuance of named or standard proclamations which automatically authorize specified emergency actions. However, county and local governing bodies legally may adopt resolutions or ordinances relating to emergency actions necessary to minimize disaster effects or facilitate disaster recovery.
6. Warning of an impending disaster may be disseminated to county and local governments by the State Council of Civil Defense through the Council's Warning and Communications system or, a local emergency may occur without warning.
7. Emergencies occurring in the geographic area of a political subdivision will be reported by Civil Defense Directors through the operational communication chain of authority.

C. Operations

1. Normal Operations

- a. Emergency operations plans and standard operating procedures will be developed and actions taken to improve overall emergency operating capabilities. Training and test exercises will be conducted on a recurring basis.
- b. All records, reports and informational data will be maintained up-to-date, to provide a continual means of assessing operational readiness.

2. Increased Readiness and Emergency Phases

- a. When threat of emergency exists, all State agencies having emergency operations responsibilities and all political subdivisions will alert their personnel and take those preliminary actions necessary to establish control and conduct emergency operations.
- b. Increased Readiness Plans, Annex J, will be implemented.

3. Emergency Operations or In-Shelter Phase

This phase emphasizes activities and actions to sustain life and protect property. Preliminary damage assessment and planning for recovery operations will be accomplished. Officials having emergency responsibilities will coordinate their actions in order to achieve maximum utilization of resources.

4. Recovery or Post-Attack Phase

- a. This phase requires that priority be given to recovery operations, assessment of damage effects, restoration of essential facilities, economic stabilization, and utilization of resources. Priorities must be established and coordinated regarding the order of emergency actions to be taken to achieve mutual survival and recovery goals.

- b. The Commonwealth of Pennsylvania Emergency Resources Management and Economic Stabilization Plan will be implemented upon direction of the Governor.

X. EMERGENCY TASK ASSIGNMENTS

A. All State agencies will:

1. Disseminate warnings to appropriate personnel of their agencies.
2. Supplement warnings with appropriate instructions and implement emergency preparedness activities in their assigned area of emergency responsibilities. These actions will be coordinated with the State Council of Civil Defense.
3. Assure maximum utilization of protective measures and available fallout shelters when appropriate.

B. State Council of Civil Defense will:

1. Provide immediate warning of impending attack and attack effects to governments, industry and the general public, and disseminate warning of dangers of other emergencies to areas likely to be affected.
2. Provide a flow of accurate and official information and detailed instructions to the general public through all means available, immediately before, during and after an emergency.

C. The following are general emergency task assignments of all levels of government. (Specific responsibilities of each State agency and county and local governments are listed in Annex A).

1. Disaster preparedness and coordination of response to disaster situations.
2. Prepare and maintain jurisdictional emergency operations plans relating to natural, man-made and war-caused disaster situations in consonance with this Plan.
3. Provide for its own continuity in order to maintain civil authority and render emergency assistance to its citizens and those of neighboring political subdivisions by:
 - a. Establishing lines of succession
 - b. Preserving vital records
 - c. Establishing Emergency Operations Centers, Communications and other essential facilities for agencies and activities assigned emergency functions.
4. Provide for the staffing and functioning of Emergency Operations Centers to analyze the emergency and take effective action by directing emergency government services to preserve lives and property, to conserve and distribute available resources, and to conduct recovery activities.
5. Provide communications to support government operations in emergencies.
6. Provide for the protection of life and property (to include search and rescue operations) and maintenance of law and order under all circumstances.

7. Protect the population from the effects of nuclear attack by directing them to and sustaining them in the best available fallout protection.
8. Provide emergency lodging, feeding, clothing, registration and inquiry and social services to all persons in need due to disaster; and to provide for the protection and control of inmates of State institutions.
9. Provide a Radiological Defense Service to identify for the general public and emergency government services, radioactive hazards resulting from enemy attack or peacetime accident.
10. Provide fire prevention and control services to minimize urban or rural fire damage caused by enemy attack or other emergencies and the release of survivors entrapped in damaged areas.
11. Provide individual and emergency organizational training programs which will insure that every individual involved in emergency services operations is adequately prepared to accomplish assigned tasks, operating in the framework of a responsive, efficient and effective organization.
12. Adopt and be prepared to implement appropriate precautionary measures to mitigate the anticipated effects of an impending disaster.
13. Provide for the emergency care and treatment of casualties resulting from attack or other emergencies; and such public health services as are necessary during emergency conditions, including preventive and remedial measures to cope with the effects of enemy radiological, biological, or chemical agents.

XI. DIRECTION AND CONTROL

A. General

1. The Governor will direct emergency operations through the regularly constituted Government structure.
2. Succession to the Office of Governor is established in the Constitution of the Commonwealth of Pennsylvania in the following order:

Lieutenant Governor
President Pro Tempore of the Senate
Speaker of the House of Representatives
3. Succession to other State government officials' positions will be as provided for in the Emergency Interim-Executive and Judicial Succession Act of 1959 (P.L. 1369) and included in the emergency plans of the agencies concerned.
4. The governing body of all political subdivisions is responsible for the establishment of a government organization and for the development of emergency plans and continuity of government procedures to accomplish emergency responsibilities.
5. The Director of Civil Defense will maintain the State Primary Emergency Operations Center located in the Transportation and Safety Building, Harrisburg, and an alternate State Emergency Operations Center located at the Selinsgrove Center, Selinsgrove.
6. Heads of State offices, departments and agencies and heads of County and local

government are responsible for developing and implementing plans and procedures for the protection and preservation of records essential for continuity of government operations.

B. Natural and Man-Made Disaster Operations

1. During natural and man-made disasters, the Director of Civil Defense, under the operational control of the Governor, will coordinate emergency operations from the State Primary Emergency Operations Center.
2. State agencies and activities having emergency responsibilities will provide representatives to the State Emergency Operations Center as required. When the State Primary Emergency Operations Center becomes operational, any of the three Civil Defense Area Emergency Operations Centers may be activated on a 24-hour-a-day basis.

C. War-Caused Disasters

In the event of an attack warning, or an attack without warning, the Director of Civil Defense is authorized to act in the name of the Governor in directing emergency services operation until the arrival of the Governor at the emergency operations center, or such other emergency operations site that may subsequently be designated.

D. Communications

1. Communications networks necessary for the adequate control and coordination of emergency operations will be established, maintained and operated as set forth in the Communications Annex. (Annex H)
2. The dissemination of warning will take precedence over all other communications. (See Annex I)

XII MUTUAL AID AGREEMENT

- A. County and Local Directors of Civil Defense will develop mutual aid agreements with adjacent political subdivisions for reciprocal assistance in case of disaster. Such agreements must be consistent with State plans and programs.
- B. In widespread major disasters, requests for mutual aid assistance will be referred to County/Area Civil Defense Directors for coordination to ensure that limited emergency resources are utilized in the most effective manner.

XIII EXECUTION

- A. This Plan is effective upon receipt as a basis for planning, operations, and recovery in emergency situations.
- B. State support to county and local governments and coordination of emergency operations will be accomplished by the Director of Civil Defense assisted by selected State agencies and departments.
- C. Whether an impending disaster is predicted or strikes without warning, Civil Defense Area Directors will, to the extent the situation permits, evaluate the situation, assess requirements for assistance from State agencies, represent the Director of Civil Defense to county and local government emergency staffs and keep the Director of Civil Defense apprised of the situation and conditions in the area.

- D. Those officials responsible for implementing this Plan have the additional responsibility for familiarizing themselves and their personnel with its contents and for developing effective procedures for carrying out assigned tasks and functions.
- E. The Director of Civil Defense is responsible for maintaining and updating this Plan.
- F. Responsible officials at all levels of government should review and recommend changes as appropriate to the Director at any time.

Oran K. Henderson
Director of Civil Defense

DISTRIBUTION

Director, Region II, DCPA
Director, Region III, FDAA
Pennsylvania Departments and Agencies
Civil Defense Area Directors
County and Local Civil Defense Directors

ANNEX A
Responsibilities

ANNEX B
Organization

ANNEX C
Vulnerability Analysis

ANNEX D
Damage Assessment

ANNEX E
Nuclear Incidents

COMMONWEALTH OF PENNSYLVANIA DISASTER OPERATIONS PLAN

ANNEX A RESPONSIBILITIES

I. GENERAL

- A. Emergency responsibilities listed in this Annex were in general established by Management Directive 720.1, Assignment of Emergency Responsibilities to Departments and Agencies, and were designed to support the mission and concepts of operations set forth in this plan. They support emergency preparedness activities, emergency operational activities and emergency assistance activities.
- B. Agencies assigned emergency responsibilities are required to take action to develop contingency plans, capabilities, and procedures which will ensure responsive support of survival and recovery operations in a disaster situation.
- C. In addition to development of contingency plans, State agencies will prepare and maintain current Standard Operating Procedures (SOP). The SOP should include as a minimum the procedures for carrying out the emergency responsibilities listed in this Annex. A copy of the agency SOP will be forwarded to the State Council of Civil Defense for review and file.
- D. Upon notification of the activation of the State Council of Civil Defense primary Emergency Operations Center, emergency representatives of designated agencies will report to the State Emergency Operations Center for the conduct of emergency operations.

II. COMMON RESPONSIBILITIES

- A. In addition to those responsibilities listed in Section X of the basic plan, all State agencies and county and local governments have common responsibilities.
 - 1. Pre-emergency training of personnel.
 - 2. Provision for protection of personnel.
 - 3. Development of a system for alerting and warning agency personnel.
 - 4. Transmission of emergency information to and from the State EOC.
 - 5. Protection of vital agency and governmental records.
 - 6. The establishment of lines of succession for key emergency services personnel.
 - 7. The conduct of hazard analysis in area of responsibility, and maintenance of resource inventory.
 - 8. If not assigned specific responsibility in this plan, support emergency operations within their respective capabilities.

- B. In addition, County and local governments will plan for feeding and lodging support in the operation of Mobilization and Gateway sites (appendix 4) in publicly-owned/controlled facilities not otherwise committed for emergency functions.

III. COUNTY AND LOCAL RESPONSIBILITIES

- A. All public officials have an inherent moral duty, as well as a legal responsibility to ensure that their jurisdiction is prepared to cope with any potential disaster situation. Therefore, the development of appropriate emergency response capabilities and the direction and control of emergency operations when disaster strikes are special responsibilities of heads of county and local governments.
- B. Section 7 of the State Council of Civil Defense Act of 1951 states that . . . “Each political subdivision of this State is hereby authorized and directed to establish a local organization for civil defense in accordance with the State Civil Defense plan and program. Each local organization for civil defense shall have a Director who shall be appointed by the Governor upon the recommendation of the executive officer or governing body of the political subdivision. The Director shall be responsible for the organization, administration and operation of such local organization for civil defense, subject to the direction and control of such executive officer or governing body.”
- C. Each County and Local Civil Defense Director, under the direction of respective elected officials, is responsible for establishing a civil defense organization within the political jurisdiction and carrying out the following responsibilities:

1. Emergency Planning

- a. Movement of Support Forces — Develop plans for the movement of support forces to emergency locations. These plans will include selection and operation of mobilization sites, procedures for control and coordination of movement, and information on gateways for emergency routing to disaster areas.
- b. Movement of People — Prepare plans for conducting operations involving movement of people from danger areas. This responsibility includes measures for control of movement such as development and issuance of movement instruction specifying areas to be evacuated, routes and destinations, traffic control, coordination among local agencies, and selection and activation of reception centers and sub-centers. All movement plans will be coordinated with Area Headquarters and, where appropriate, with adjacent jurisdictions.
- c. Operation of Police Lines — Prepare plans and procedures for the operation of police lines by county and local police forces.
- d. Casualty Care Operations — Prepare plans and procedures for casualty care operations. To be considered are procedures for casualty care operations by hospitals, medical professionals and other treatment facilities in the jurisdiction; control and allocation of casualties among hospitals where large numbers of casualties are involved; and utilization of Packaged Disaster Hospitals.
- e. Mass Care Operations — Plan for conduct of mass care operations. This responsibility includes selection of mass care centers, advance arrangements with facility owners and operators, and maintenance of a listing of potential facilities for mass care and emergency feeding. County Civil Defense Directors are responsible for developing and maintaining county-wide listings of disaster related hospital patients and fatalities and report these listings to Area Headquarters.

- f. Highway Traffic Control – County Civil Defense Directors are responsible for planning and executing the coordination of emergency traffic control measures and for assisting State Department of Transportation and State Police in the operation of highway traffic regulation posts. Local Civil Defense Directors are responsible for conducting actions required to control and redirect the movement of street and highway traffic in the vicinity of a disaster. Local personnel may be requested to assist in the operation of State highway traffic regulation posts.
- g. Emergency Transportation – Plan for arrangement of emergency transportation of people, equipment, material and supplies. A resource listing will be maintained on transportation services available within the jurisdiction.
- h. Engineering Activities – Plan for providing technical advice and assistance on engineering matters to elected officials. Be prepared to investigate and make recommendations concerning possible emergency engineering problems, including information on amounts and sources of equipment, materials and supplies required for specific engineering projects. Resource listings will be maintained of the specialized types of equipment likely to be needed for emergency engineering work.
- i. Public Information – Plan for the conduct of emergency information programs. This requires detailed planning and organizational work to establish close working relationships with all key news sources and news dissemination agencies. Advance arrangements will be made for dissemination of emergency information and instructions to the public and providing stand-by informational materials to local newspapers, radio and television organizations.
- j. Emergency Supplies – Plan for and make advance arrangements for procurement of supplies which will be needed in an emergency.
- k. Resource Listings – Prepare and maintain a listing of all public and private resources that are available within the jurisdiction which could be utilized in time of emergency. Included in the resource listing will be engineering and transportation equipment and facilities and services.

2. Training

Each County and Local Civil Defense Director is responsible for development and operation of a training and information program designed to inform all civil defense personnel and local officials on the conduct of emergency operations and to develop individual skills in emergency operational techniques. See Annex G for training assistance provided by the State Council of Civil Defense.

3. Emergency Operations Center (EOC)

To exercise effective coordination and control over disaster operations carried out within their jurisdiction, county and local civil defense organizations will establish basic headquarters facilities especially designed and equipped for the purpose. These facilities are known as “Emergency Operations Centers” (EOC).

4. Communications

- a. Direction and control of emergency operations associated with enemy attack and major natural or man-made disasters require the utilization of all available functional communications facilities, both governmental and private.

- b. See Appendix 4 to this Annex for tasks and functions relating to communications responsibilities.

5. Volunteer Groups

- a. Personnel Enrollment – Establish and maintain a system of personnel enrollment for all persons, both employed and volunteer, involved in civil defense activities. The established system must conform with the procedures prescribed by the State Council of Civil Defense.
- b. Community Support – Formulate arrangements for community support for emergency operations by non-governmental individuals and organizations. Volunteer community support will be developed for emergency functions which do not have a normal day-to-day government counterpart, or where government resources may be inadequate. Where possible, existing non-government organizations with emergency capabilities should be made part of the civil defense organization. All support must be voluntary and seizure of private property is not authorized.
- c. Manpower Requirements – Make preparations for, and conduct recruitment measures to fill emergency manpower requirements that would be needed in an attack or disaster situation. This preparation will include an analysis of potential needs by skill level and technical background; pre-arrangement of enrollment procedures with potential sources; and close liaison with the local office of the Bureau of Employment Security for additional sources of manpower.

6. Tests and Exercises

Each County and Local Civil Defense Director is responsible for conducting tests and exercises of the various elements comprising the civil defense organization. See Annex G for assistance provided by the State Council of Civil Defense in meeting this responsibility.

- D. Appendices 2, 3 and 4, of this Annex, set forth the organizational facilities, functions and operations of county and local civil defense organizations.

IV. STATE AGENCY RESPONSIBILITIES

A. State Council of Civil Defense

1. Emergency Preparedness Activities

- a. Maintain 24 hour operational capability utilizing watch officer during non-duty period.
- b. Provide to Commonwealth departments and agencies technical information advice and assistance in the performance of planning and organizational work essential to proper and effective discharge of their emergency responsibility assignments.

- c. Provide to county and local government officials and representatives, general and specialized information concerning their emergency preparedness, operational and assistance responsibilities, including training in the performance of certain operational and assistance work and activities.

2. Emergency Operational Activities

- a. Disseminate to the Governor, Lieutenant Governor, Council Members, Departmental and Agency Emergency Representatives, together with county and local governments, as appropriate, precautionary notices, watches and warnings relating to actual or potential disasters and emergencies.
- b. Operate the State and Area Emergency Operations Centers (EOC).
- c. Provide overall coordination of increased readiness activities to include dissemination of increased readiness levels and warnings to State agencies, county and local governments, institutions, industry and citizens.
- d. Prepare summary and special situation reports for use in the general direction and control of State, county and local emergency operations.
- e. Draft emergency proclamations and State requests for Federal disaster and emergency declarations and associated Federal assistance.
- f. Supply, or assistance in arrangements for the emergency supply, of essential human and material assistance in State, county and local emergency operations.
- g. Provide emergency instructions and public information:
 - (1) Disseminate emergency instructions and information.
 - (2) Maintain a flow of official information and news.
- h. Coordinate radiological defense plans and operations to include:
 - (1) Radiological monitoring.
 - (2) Radiological reporting.
 - (3) Radiological situation evaluation.
 - (4) Preparation and dissemination of timely information on the extent, intensity and duration of radiological fallout hazards.
 - (5) Prediction of radiological fallout patterns within Pennsylvania and adjacent areas.
 - (6) Advice on allowable radiological exposures and decontamination procedures.

(7) Damage effects estimation.

- i. Coordinate with Federal government agencies and adjacent States as required.

3. Emergency Assistance Activities

- a. Disseminate general and specialized information concerning State and Federal emergency assistance available to both public and private agencies and organizations, as well as individuals and families.

B. Office of Administration

1. Emergency Preparedness Activities

- a. Develop policies and procedures for emergency expenditures, with special attention to financial accounting requirements.
- b. Develop and disseminate policies and procedures for identification, preservation and recovery of vital records, including but not limited to paper, microfilm, magnetic tape, charts, maps and photographs.
- c. Technical advice to local governments and non-profit organizations on records recovery.
- d. Develop and disseminate policies and procedures for protection of data processing and communications facilities from disaster and to recovery of such facilities from disaster.

2. Emergency Operational Activities

- a. Assignment of Commonwealth employees to temporary duty with State departments and agencies other than those by which they are normally employed, for the performance of specific and essential disaster operational or assistance work and activities.
- b. In coordination with the Civil Service Commission, recruitment of temporary employees needed by State agencies for the performance of essential administrative work and activities associated with disaster recovery.

3. Emergency Assistance Activities

- a. Establishment and operation, as requested by the State Council of Civil Defense and with necessary assistance on the part of other State departments and agencies, of State disaster information and assistance centers for individuals and families.*
- b. Provide assistance to agencies in the restoration of normal telephone and radio communication after a disaster.

C. Office of the Budget

1. Emergency Preparedness Activities

No assignment to this category.

2. Emergency Operational Activities

Transfer, as directed by the Governor, of Commonwealth funds to State departments and agencies for specified emergency operational purposes.

3. Emergency Assistance Activities

- a. Overall allocation of available funds to State departments and agencies for use in authorized disaster assistance activities.
- b. Supply, to the Governor, advice and assistance in matters relating to the receipt, custody, disbursement and accounting of funds contributed to the Commonwealth, and used for disaster relief purposes.

D. Governor's Energy Council

1. Emergency Preparedness Activities

Preparation of a Contingency Plan for energy shortage emergencies.

2. Emergency Operational Activities

- a. Collection and centralized reporting to the State Council of Civil Defense of information and data concerning anticipated or existing energy problems, including service disruptions and supply shortages.*
- b. Allocation of fuel, under a priority system established at the time, to affected Commonwealth communities.

3. Emergency Assistance Activities

Supply of technical advice and assistance in planning long-range redevelopment concerning supply of energy.

E. Office of State Planning and Development

1. Emergency Preparedness Activities

Action designed to assure the inclusion of due and appropriate provisions for basic and essential emergency preparedness measure, e.g., flood control, flood plain management, etc., in all major Commonwealth planning projects.

**See Matrix in Appendix 1 for agencies with related responsibilities. Note that the State agency having primary responsibility is denoted by the letter "P".*

2. Emergency Operational Activities

No assignment to this category.

3. Emergency Assistance Activities

- a. Analysis of overall disaster effects as related to possible need for major, long-range recovery plans and programs, particularly within areas embracing two or more political subdivisions.*
- b. Coordination of State, county and local economic recovery programs within disaster areas, the same to include assistance in the establishment of Recovery Planning Councils.*

F. Governor's Press Secretary's Office

1. Emergency Preparedness Activities

Action designed to assure due and appropriate dissemination of essential information concerning major Commonwealth emergency preparedness activities, including announcements of new or revised policies.

2. Emergency Operational Activities

Supply, to the State Council of Civil Defense as requested, of assistance in public information activities associated with Commonwealth emergency operations of major proportions.

3. Emergency Assistance Activities

No assignment to this category.

G. Department of Agriculture

1. Emergency Preparedness Activities

- a. Dissemination of information concerning the importance and availability of flood insurance to rural residents to include the preparation of specialized or other material required for the purpose.*
- b. Collection or preparation and appropriate advance dissemination of informational materials concerning the emergency protection and disaster rehabilitation in rural areas, including people, livestock, buildings, facilities and equipment.

2. Emergency Operational Activities

- a. Collection and centralized reporting, to the State Council of Civil Defense, of information and data concerning farm and agricultural damage and problems; and the disruption of dairy products, food supply and distribution services.*
- b. Assistance in the alleviation of immediate farm and agricultural problems, including disruption of dairy and food supply and distribution services.
- c. Supply of technical advice and assistance in inspection and necessary disposal of damaged or contaminated foodstuffs and commodities.*

3. Emergency Assistance Activities

- a. Assistance in specialized damage survey and reporting work and activities prerequisite to filing of State requests for Federal aid to residents of rural areas.
- b. Preparation and public dissemination of essential information concerning the availability of Federal farm assistance and the procedures to be followed in applying for such aid.
- c. Development and implementation of special State farm aid programs designed to assist in alleviating unusual disaster problems within agricultural areas.
- d. Supply of information, advice and assistance to residents of rural areas in matters relating to filing applications for emergency aid and submission of property insurance claims.

H. Department of the Auditor General

1. Emergency Preparedness Activities

No assignment to this category

2. Emergency Operational Activities

No assignment to this category.

3. Emergency Assistance Activities

Audit, pursuant to the provisions of Federal-State Disaster Assistance Agreements, of State, county, local and other expenditures of Federal disaster assistance funds "passed through" the Commonwealth.

I. Department of Banking

1. Emergency Preparedness Activities

Assistance in supply of general or specialized information concerning the Federal Flood Insurance Program to banks and other financial institutions and agencies.*

2. Emergency Operational Activities

- a. Collection and centralized reporting to the State Council of Civil Defense of general information and data concerning damage to financial institutions and agencies, including particularly major disruption of services rendered by such institutions and agencies.*
- b. Assistance in arrangements for the temporary emergency supply of banking services in stricken communities.*

3. Emergency Assistance Activities

- a. Dissemination of general or specialized information concerning availability of emergency financial assistance (Small Business Administration, Farmers Home Administration and other loans) to disaster victims, including both individuals and public and private agencies and organizations.*

- b. Supply, to State departments and agencies and county and local governments, of professional advice and assistance relating to financial aspects of economic recovery projects within disaster areas.*

J. Department of Commerce

1. Emergency Preparedness Activities

Dissemination of information concerning importance and availability of flood insurance to business, industrial and commercial organizations, to include the preparation of specialized or other material required for the purpose.*

2. Emergency Operational Activities

Collection and centralized reporting, to the State Council of Civil Defense, of information and data concerning disaster damage to, or disruption of, business, industrial and commercial facilities and services.*

3. Emergency Assistance Activities

- a. Dissemination of general or specialized information concerning availability of emergency financial assistance (Small Business Administration, Economic Recovery Administration and other loans) to business, industrial and commercial organizations adversely affected by disasters.*
- b. Supply, to business, industrial and commercial organizations, of assistance in the acquisition of excess and surplus Federal property made available for distribution and use in disaster situations.*
- c. Supply, to business, industrial and commercial organizations, of advice and assistance in matters relating to temporary or permanent relocation of establishments and facilities adversely affected by disasters.
- d. Preparation, as directed by the Governor, of requests for Federal implementation of temporary emergency allocation measures governing the supply of construction materials within disaster areas.
- e. Development and implementation, when authorized, of specialized disaster assistance programs for business, industrial and commercial organizations.
- f. Supply, to State departments and agencies and county and local governments, of advice and assistance in business, industrial and commercial aspects of economic recovery projects within disaster areas.*

K. Department of Community Affairs

1. Emergency Preparedness Activities

- a. Supply, to county and local government officials, of information, advice and assistance in matters relating to the establishment of eligibility to participate in the Federal Flood Insurance Program.
- b. Supply to Commonwealth departments and agencies of listings of those county and local governments which have established eligibility to participate in the Federal Flood Insurance Program.

- c. Initiate steps designed to assure the incorporation of essential and appropriate flood control and flood plain management provisions in community redevelopment and recreational facilities development plans and programs, particularly those to which the Commonwealth may make financial contributions.*

2. Emergency Operational Activities

- a. Collection and centralized reporting, to the State Council of Civil Defense, of information and data concerning disaster and emergency damage to community redevelopment and recreational facilities and the possible need for temporary emergency housing.
- b. Conduct, as requested by the State Council of Civil Defense, special field surveys of a municipal nature.*
- c. Conduct special surveys designed to determine needs for emergency housing, the supply of temporary emergency transportation, and similar specialized community services, to include preparation and filing, or assistance in the preparation and filing, of requests for Federal assistance.*
- d. Integrating personnel and material assets of the ten Uniform Substate Regional Planning Activities into the overall Commonwealth response to the emergency situation.

3. Emergency Assistance Activities

Supply to county and local governments information, advice and assistance in preparation and filing of applications for Federal community disaster loans.

L. Department of Education

1. Emergency Preparedness Activities

- a. Development and dissemination of general policy information concerning emergency use of public educational facilities for disaster relief purposes.
- b. Dissemination of information concerning importance and availability of flood insurance to educational institutions.*
- c. Further the aims and objectives of emergency preparedness by the inclusion in the curriculum of appropriate civil defense material.

2. Emergency Operational Activities

- a. Collection and centralized reporting, to the State Council of Civil Defense, information and data concerning disaster damage to and disruption of public and private educational systems and facilities.*
- b. General direction and essential support of emergency operations involving the use of State educational facilities for disaster relief purposes.

3. Emergency Assistance Activities

- a. Dissemination of information concerning the availability of emergency financial assistance, notably that provided by U.S. Department of Health, Education and

Welfare and the Federal Disaster Assistance Administration, to public and private educational institutions adversely affected by disasters.*

- b. Supply, as requested by the State Council of Civil Defense, professional engineering assistance in those educational facility damage survey and reporting activities which are prerequisite to the preparation and filing of Federal Disaster Assistance Project Application, to include assistance in the inspection of completed repair and replacement work.*
- c. Preparation and submission, or assistance in the preparation and submission, of applications for specialized educational assistance grants sometimes authorized in disaster situations and of Federal Disaster Assistance Project Applications filed by or on behalf of State and private non-profit educational institutions.*
- d. Supply, as requested by county and local agencies, professional advice and assistance in development of specialized training programs designed to assist disaster victims in meeting qualifications for employment in new fields of endeavor.

M. Department of Environmental Resources

1. Emergency Preparedness Activities

Supply, to Commonwealth departments and agencies as requested, technical advice and assistance in matters relating to flood control and flood plain management.

2. Emergency Operational Activities

- a. Collection and centralized reporting, to the State Council of Civil Defense, of information concerning emergency conditions and problems, to include specifically reports of damage to State-owned flood control, forest, park and recreational facilities and to public water supply and sewage disposal systems and facilities.*
- b. Supply of technical advice and assistance in the emergency protection of flood control structural integrity of dams, repair or replacement of public water supply and sewage disposal systems and facilities.
- c. Conduct surveys of public health hazards, actual or potential, to include the submission of reports of findings to the State Council of Civil Defense, State Department of Health and county and local officials, as appropriate.*
- d. Supply of technical advice and assistance in alleviation of public health hazards, including measures associated with necessary decontamination of radioactive materials, biological agents or conventionally toxic or otherwise undersirable materials, and private water supply sources. Assistance in air, water, food, vectorborne disease outbreaks and vector control activities.*
- e. Supply of technical advice and assistance in inspection and necessary disposal of damaged or contaminated foodstuffs, commodities and decontamination of household goods.*
- f. Technical direction of major waste disposal operations necessitated by disasters and emergencies.
- g. Collection and centralized reporting, to the State Council of Civil Defense, of information and data concerning major forest and grassland fires.

- h. Direction of overall operations associated with extinguishment of major forest and grassland fires.
- i. Collection and reporting, to the State Council of Civil Defense, as well as to the Governor and the Secretary of Health and Secretary of Environmental Resources, as appropriate, of technical information and data concerning nuclear accidents.
- j. Supply of technical advice and assistance in emergency protection and operational activities associated with nuclear accidents.
- k. Conduct, or assistance in the conduct, of field surveys of occupational health hazards.
- l. Curtailment of the movement of explosives, requirement of guards, and removal of small storage facilities to guarded areas.
- m. Supply of technical advice and assistance in alleviation of hazards caused by mine subsidence.

3. Emergency Assistance Activities

- a. Dissemination of general or specialized information concerning Federal financial assistance available to the operators of publicly-owned water supply and sewage disposal systems and solid waste facilities.
- b. Supply, as requested by the State Council of Civil Defense, professional engineering assistance in flood control, forest, park and recreational facility and public water supply and sewage system damage survey. Reporting work which is a prerequisite to preparation and filing of Federal Disaster Assistance Project Applications, to include inspection of completed repair and replacement work.*
- c. Preparation and submission of requests for Federal Financial assistance in timber removal operations necessitated by "major disasters" as declared by the President, to include overall direction of such operations.
- d. Supply of technical advice and assistance in flood control and flood plain management measures pertinent to major disaster recovery plans and programs.

N. Department of General Services

1. Emergency Preparedness Activities

- a. Development, review and revision, of emergency action plans, fire, flood, etc., for Commonwealth properties comprising the Capitol Complex at Harrisburg and other State Office Buildings located outside the Harrisburg area.
- b. Development and implementation, assisted by the Insurance Department, of a comprehensive Commonwealth property risk insurance plan and program.*
- c. Incorporation of essential damage prevention and control features, e.g., flood locks and valves, in the design of structures to be built under contract with the department.
- d. Action to assure the existence of appropriate flood and other insurance coverage of facilities and equipment the cost of which the department has made a financial contribution, or in which it has a financial or other direct interest.*

2. Emergency Operational Activities

- a. Collection and centralized reporting, to the State Council of Civil Defense, of information and data concerning major dangers or damage faced or suffered at facilities under jurisdiction of the Department.
- b. Institution of specialized actions essential to protection of people, vehicles and property, or maintenance or restoration of basic services, within facilities under jurisdiction of the Department including the Capitol Complex at Harrisburg and the State Office Buildings in Philadelphia, Pittsburgh, Altoona and Scranton.
- c. Procurement, or requested assistance in procurement, of equipment, materials and supplies required by Commonwealth departments and agencies to be used for emergency operational purposes, to include emergency supply of surplus State property, and surplus Federal foodstuffs and commodities under jurisdiction of the Department.
- d. Assignment, in accordance with such priorities as may temporarily be established by the State Council of Civil Defense, of State-owned motor vehicles to Commonwealth departments and agencies to be used for emergency operational purposes.
- e. Supply of technical advice and assistance in the inspection and necessary disposal of damaged contaminated foodstuffs and commodities.*
- f. Collection and centralized reporting, to the State Council of Civil Defense, of information and data concerning damage to installations and facilities under construction under contract with the department.*

3. Emergency Assistance Activities

- a. Supply, as requested by the State Council of Civil Defense, of professional engineering assistance in damage survey and reporting work and activities prerequisite to preparation and filing of Federal Disaster Assistance Project Applications, to include inspection of completed repair and replacement work.*
- b. Supply of assistance in acquisition and allocation of excess and surplus Federal property made available for use under Federal emergency and major disaster declarations.
- c. Supply of facilities and office equipment for joint State-Federal centers used to process individual and public assistance applications after a disaster.

O. Department of Health

1. Emergency Preparedness Activities

- a. Dissemination of information concerning the importance and availability of flood insurance to public and private medical and health agencies and organizations, to include the preparation of specialized or other material required for the purpose.*
- b. Development and appropriate advance dissemination of basic emergency medical and health policy statements, e.g., mass inoculations, treatment of drinking water, spreading of lime, etc., relating to disaster situations.*
- c. General direction and essential support of emergency operations involving the use of

departmental institutions and facilities for disaster relief purposes, including the emergency supply of medical and health care services.

- d. Assistance in emergency procurement of medical and health equipment, materials and supplies required for use in State, county and local disaster relief operations.*
- e. Emergency supply of professional advice and assistance in State, county and local emergency medical health operations.*
- f. Establishment and operation, or assistance in the establishment and operation, of emergency or specialized mortuary facilities and services required in disaster situations.*

2. Emergency Assistance Activities

- a. Dissemination of general or specialized information concerning availability of emergency financial assistance, notably that provided by the U.S. Department of Health, Education and Welfare and the Federal Disaster Assistance Administration, to public and private medical and health agencies and organizations.
- b. Supply, as requested by the State Council of Civil Defense, of professional engineering assistance in those medical and health facility damage survey and reporting activities which are prerequisite to the preparation and filing of Federal Disaster Assistance Project Applications, to include assistance in inspection of completed repair and replacement work.
- c. Preparation and submission, or assistance in preparation and submission, of Federal Disaster Assistance Project Applications filed by or on behalf of State and private, non-profit medical and health institutions, agencies and organizations.*
- d. Supply of professional medical and health advice and assistance in State, county and local counselling programs for disaster victims.*
- e. Development and implementation of specialized medical and health service programs designed to alleviate unusual disaster relief and recovery problems.

P. Insurance Department

1. Emergency Preparedness Activities

To extend, to the Governor and the Secretary of General Services, professional advice and assistance in matters relating to the establishment of a Commonwealth insurance program meeting Federal flood insurance requirements.

2. Emergency Operational Activities

Supply to the State Council of Civil Defense such property damage information and data as may be available through insurance industry channels.

3. Emergency Assistance Activities

Supply to the State Council of Civil Defense professional advice and assistance in the evaluation or analysis of property damage information and reports.

Q. Department of Justice

1. Emergency Preparedness Activities

No assignment to this category.

2. Emergency Operational Activities

a. Legal Offices

- (1) Supply of legal advice and assistance to the Governor, Lieutenant Governor and State Council of Civil Defense, to include the maintenance of a call list of pertinent legal officers.

b. Bureau of Correction

- (1) Collection and centralized reporting, to the State Council of Civil Defense, of information and data concerning disaster damage to and problems faced at correctional institutions and facilities.*
- (2) Assistance, as requested by the State Council of Civil Defense or the Department of Environmental Resources, in emergency protection measures, including sandbagging, rescue, special transport, suppression of major forest and grassland fires and similar activities.
- (3) Assistance, as requested by the State Council of Civil Defense or the Department of General Services and through its Industries Division, in the supply of equipment, materials and supplies required for emergency operational purposes.

3. Emergency Assistance Activities

a. Legal Offices

- (1) Supply, or aid in arrangements for supply, of legal advice and services to disaster victims, particularly financially disadvantaged individuals.
- (2) Surveillance and investigation, or assistance in surveillance and investigation, of potential and reported fraud associated with financial disaster assistance.

b. Bureau of Consumer Protection

- (1) Special action designed to assure effective consumer protection during disaster situations, particularly the recovery phases.

R. Department of Labor and Industry

1. Emergency Preparedness Activities

No assignment to this category.

2. Emergency Operational Activities

- a. Collection and centralized reporting, to the State Council of Civil Defense, of information and data concerning unemployment caused by disasters.

- b. Assistance in recruitment of skilled and unskilled labor required for State, county and local emergency operations.
- c. Supply, as requested by the State Council of Civil Defense, of professional engineering assistance in the survey and reporting of damage to specified public buildings.*
- d. Preparing the Vocational School in Johnstown for use as a mass care center, if required.
- e. If required, making office space available for disaster information offices.
- f. Periodic reporting, to the State Council of Civil Defense, of information on damage to Departmental facilities.

3. Emergency Assistance Activities

Payment of authorized unemployment compensation benefits to eligible applicants.

S. Department of Military Affairs

1. Emergency Preparedness Activities

Maintain emergency operational capability and conduct of joint tests and exercises.

2. Emergency Operational Activities

- a. Collection and centralized reporting, to the State Council of Civil Defense, of information and data concerning disaster damage to and problems faced at departmental installations and facilities.*
- b. Supply, as directed by the Governor or requested or endorsed by the State Council of Civil Defense, and in accordance with provisions of the State Plan for Military Support of Civil Defense, of assistance in emergency protection measures, rescue, evacuation, medical and mass care, maintenance of law and order, air and ground transport, debris removal, facility repair and other basic and essential disaster relief operations.

3. Emergency Assistance Activities

No assignment to this category.

T. Department of Public Welfare

1. Emergency Preparedness Activities

- a. Collection and centralized reporting, to the State Council of Civil Defense, of information and data concerning disaster damage to and disruption of public assistance, mental health and special care facilities and services, to include information and recommendations as to possible need for major or specialized State assistance in alleviation of problems faced.*
- b. General direction and essential support of emergency operations involving the use of departmental institutions and facilities for disaster relief purposes, including supply of mass and specialized care services.

- c. Supply of professional advice and assistance in State, county and local mass care operations, including aid to elderly, handicapped and mentally disturbed individuals, together with small children and their mothers.
- d. Emergency issuance for food stamps to disaster victims.

3. Emergency Assistance Activities

- a. Implementation of the Commonwealth Administrative Plan (Annex E, Disaster Recovery Plan) for cash grants to meet disaster related expenses and needs of certain individuals and families adversely affected by "major disasters" as declared by the President.
- b. Dissemination of general or specialized information concerning availability of emergency financial assistance, notably that provided by the U.S. Department of Health, Education and Welfare and the Federal Disaster Assistance Administration, to public and private mental health and special care agencies and organizations.*
- c. Supply, as requested by the State Council of Civil Defense, of professional engineering assistance in those mental health and special care facilities damage survey and reporting activities which are prerequisite to the preparation and filing of Federal Disaster Assistance Project Applications to include inspection of completed repair and replacement work.*
- d. Preparation and submission, or assistance in the preparation and submission, of Federal Disaster Assistance Project Applications filed by or on behalf of State and private, non-profit mental health and special care institutions, agencies and organizations.*
- e. Supply of professional mental health and special care advice and assistance in State, county and local counselling programs for disaster victims.*
- f. Development and implementation of specialized State mental health and human care service programs designed to alleviate unusual disaster relief and recovery problems.

U. Department of Revenue

1. Emergency Preparedness Activities

No assignment to this category.

2. Emergency Operational Activities

- a. Collection and reporting, to the Governor and the State Council of Civil Defense as appropriate, of information and data concerning damage sustained by any departmental facility.*
- b. Collection and reporting to the Governor and the State Council of Civil Defense of information and data concerning estimated and potentially serious State revenue losses attributable to effects of disasters of major proportions.

3. Emergency Assistance Activities

No assignment to this category.

V. Department of State

1. Emergency Preparedness Activities

Dissemination of information concerning the importance and availability of flood insurance to the operators of charitable organization offices and facilities, to include the preparation of specialized or other materials required for the purpose.*

2. Emergency Operational Activities

Supply to the State Council of Civil Defense and other Commonwealth departments and agencies as requested advice and assistance in professional licensing problems faced in disaster situations.

3. Emergency Assistance Activities

No assignment to this category.

W. Pennsylvania State Police

1. Emergency Preparedness Activities

No assignment to this category.

2. Emergency Operational Activities

a. Collection and centralized reporting, to the State Council of Civil Defense, of information and data concerning major or significant disaster effects and problems, including particularly facts relating to deaths and serious injury, loss of electric power, highway traffic disruption, maintenance of law and order and unusual occurrences or dangers.

b. Emergency collection and maintenance, in disaster situations, of official, statewide records of dead and missing persons to include periodic reporting of summary statistics to the State Council of Civil Defense.

c. Supply to the State Council of Civil Defense as requested and by means of the Commonwealth Law Enforcement Assistance Network and other departmental facilities, of assistance in emergency dissemination of essential disaster information and instructions.

d. Supply of general and specialized police assistance in State, county and local emergency operations.

e. Assistance in establishment and operation of emergency mortuary facilities and services, including particularly aid in identification of the dead.*

3. Emergency Assistance Activities

No assignment to this category.

X. Department of Transportation

1. Emergency Preparedness Activities

Supply, in cooperation with the Department of Community Affairs, information concerning the importance and availability of flood insurance to operators of public and private transportation systems and facilities.*

2. Emergency Operational Activities

- a. Collection and centralized reporting, to the State Council of Civil Defense, of information and data concerning disaster disruption and damage on State, Federal-aid and other highway systems and facilities to include summary information regarding major disruptions and damage to county and local systems and facilities.*
- b. Collection and centralized reporting, to the State Council of Civil Defense, of information and data concerning major disruptions of and damage to key air, rail and bus transportation systems and facilities.*
- c. Assistance, as requested by the State Council of Civil Defense, in supply of critically needed motor fuel and transport services.

3. Emergency Assistance Activities

- a. Preparation and submission, to the U.S. Department of Transportation, of State requests and applications for Federal assistance in repair or replacement of disaster damage to Interstate and Federal-aid highways and facilities.
- b. Preparation and submission, or assistance in county or local preparation and submission, of specialized Federal Disaster Assistance Project Applications relating to emergency supply of temporary public transportation service within Federally-declared major disaster areas.
- c. Supply of professional engineering assistance in highway, road and bridge damage survey and reporting work and activities prerequisite to the filing of Federal Disaster Assistance Project Applications relating to such facilities to include inspection of completed project work.
- d. Supply of technical and administrative advice and assistance to county and local governments in matters relating to the repair and replacement of county and local roads and bridges, as well as preparation and filing of applications for Federal assistance in the work.

Y. Treasury Department

1. Emergency Preparedness Activities

Develop, in coordination with the Offices of Administration and the Budget, and the Departments of General Services, Justice, Transportation, and the Auditor General, emergency procedures for expenditure of funds once a Commonwealth proclamation of Extreme Emergency or a Federal declaration of Emergency or Major Disaster is issued.

2. Emergency Operational Activities

Cooperation, with the State Council of Civil Defense and other Commonwealth departments and agencies, in arrangements for necessary temporary emergency measures designed to expedite pre-audit and disbursement of Commonwealth expenditures and funds in disaster and emergency situations.

3. Emergency Assistance Activities

No assignment to this category.

Z. Liquor Control Board

1. Emergency Preparedness Activities

Dissemination of information concerning importance and availability of flood insurance to owners of facilities leased by the agency.

2. Emergency Operational Activities

- a. Collection and centralized reporting, to the State Council of Civil Defense, of information and data concerning damage to and problems faced at facilities and property under jurisdiction of the agency.*
- b. Adoption and enforcement of such temporary emergency policies and measures as may be deemed essential to proper and effective control of distribution and sale of alcohol and alcoholic beverages within disaster areas.
- c. Supply, or assistance in the emergency supply, as requested by the State Council of Civil Defense or other Commonwealth departments and agencies, of alcohol and alcoholic beverages required for use in essential emergency operations, including particularly emergency medical care.
- d. Inspection and appropriate disposal of damaged or contaminated supplies of alcohol and alcoholic beverages.
- e. Supply, as requested by the State Council of Civil Defense, of assistance in limited, specialized or high priority emergency transport operations.

3. Emergency Assistance Activities

- a. Dissemination of general or specialized information concerning available Federal disaster assistance, i.e., emergency loans, etc., to owners of facilities leased by the agency.
- b. Supply, as requested by the State Council of Civil Defense, of technical advice and assistance in damage survey and reporting activities related to agency facilities which are State owned to include inspection of completed repair and replacement work.

AA. Board of Probation and Parole

1. Emergency Preparedness Activities

Preplanning a system whereby field offices will:

- a. Report any difficulties experienced in operations.
- b. Preplan either displacement to a new location, or offer limited office space to another State agency, if required.

2. Emergency Operational Activities

Adoption and enforcement of such temporary emergency policies and measures as may be deemed essential to proper, continuing and effective probation and parole functions within disaster areas.

3. Emergency Assistance Activities

No assignment to this category

BB. Civil Service Commission

1. Emergency Preparedness Activities

No assignment to this category.

2. Emergency Operational Activities

No assignment to this category.

3. Emergency Assistance Activities

Supply of assistance in emergency recruitment of limited term employees required by State departments and agencies, for performance of essential administrative work and activities associated with supply of disaster assistance.

CC. Fish Commission

1. Emergency Preparedness Activities

Development of liaison with appropriate departments and agencies to assure that interests of the Fish Commission are protected during initial damage surveys in the wake of an emergency.*

2. Emergency Operational Activities

a. Collection and centralized reporting, to the State Council of Civil Defense, of information and data concerning damage to and problems faced at agency installations and facilities.*

b. Conduct, as requested by the State Council of Civil Defense, of special site surveys of conditions or problems at specified points along waterways and at or in the vicinity of water impoundments, to include appropriate reports of findings.*

c. Assistance in county and local rescue and evacuation operations carried out along waterways or at or in the vicinity of water impoundments.*

d. Assistance in essential and priority water transport operations.

e. Assistance, as requested by the Department of Environmental Resources, in operations associated with extinguishment of major forest and grassland fires.*

3. Emergency Assistance Activities

Supply of technical advice and assistance in matters relating to proper conduct of disaster relief projects in or along waterways or at or in the vicinity of water impoundments.

DD. Game Commission

1. Emergency Preparedness Activities

Maintain trained personnel for assignment to State and Area EOC.

2. Emergency Operational Activities

- a. Collection and centralized reporting, to the State Council of Civil Defense, of information and data concerning damage to and problems faced at agency installations and facilities.*
- b. Assistance, to the State Council of Civil Defense as requested, in the conduct of emergency communications operations.
- c. Conduct, as requested by the State Council of Civil Defense, of special site surveys of conditions at specified points, particularly in rural and forested areas to include submission of reports of findings.*
- d. Assistance in county and local rescue and evacuation operations, particularly along waterways and at or in the vicinity of water impoundments.*
- e. Assistance, as requested by the Department of Environmental Resources, in operations associated with the extinguishment of major forest and grassland fires.
- f. Provision of personnel to the Harrisburg and the three Civil Defense Areas Emergency Operations Centers to assist in the management of emergency operations.

3. Emergency Assistance Activities

No assignment to this category.

EE. Historical and Museum Commission

1. Emergency Preparedness Activities

Dissemination of information concerning the importance and availability of flood insurance to public and private historical organizations and museums.

2. Emergency Operational Activities

- a. Collection and centralized reporting, to the State Council of Civil Defense, of information and data concerning damage to and problems faced at agency installations and facilities.*
- b. Supply of technical advice and assistance in the recovery and preservation of historical and museum materials and records.

3. Emergency Assistance Activities

Supply, as requested by the State Council of Civil Defense, of assistance in that historical and museum damage survey and reporting work which is prerequisite to the preparation and filing of Federal disaster assistance activities to include inspection of completed preservation, restoration and replacement work.

FF. Human Relations Commission

1. Emergency Preparedness Activities

No assignment to this category.

2. Emergency Operational Activities

No assignment to this category.

3. Emergency Assistance Activities

Appropriate action designed to assure compliance with State and Federal non-discrimination statutes and regulations as related to the supply of disaster assistance to eligible agencies, organizations and individuals.

GG. Navigation Commission for the Delaware River and Its Navigable Tributaries

1. Emergency Preparedness Activities

No assignment to this category.

2. Emergency Operational Activities

a. Collection and centralized reporting, to the State Council of Civil Defense, of information and data concerning emergency conditions and problems in or along the Delaware River and its navigable tributaries.*

b. Assistance in operations associated with alleviation of emergency problems in or along the Delaware River and its navigable tributaries.

3. Emergency Assistance Activities

No assignment to this category.

HH. Public Television Network Commission

1. Emergency Preparedness Activities

Public broadcast, as requested and assisted by Commonwealth departments and agencies, of essential information concerning emergency preparedness, including flood insurance and flood plain management.

2. Emergency Operational Activities

a. Collection and centralized reporting, to the State Council of Civil Defense, of information and data concerning damage to and disruption of public utility systems, facilities and services, including particularly prolong disruptions of electric power service.*

b. Conduct, as requested by the State Council of Civil Defense, of special site surveys of utility service conditions and problems within specified areas.*

c. Supply of technical advice and assistance in matters relating to emergency operation and supply of public utility systems, facilities and services.

- d. Assistance, as requested by the State Council of Civil Defense, in essential and priority personnel and specialized materials transport operations.*

3. Emergency Assistance Activities

No assignment to this category.

JJ. Turnpike Commission

1. Emergency Preparedness Activities

No assignment to this category.

2. Emergency Operational Activities

- a. Collection and centralized reporting, to the State Council of Civil Defense, of information and data concerning damage to and disruption of agency installations, facilities and services.*
- b. Supply, to the State Council of Civil Defense as requested, of necessary assistance in emergency communications, particularly to points on and in the immediate vicinity of the Turnpike.*
- c. Assistance, as requested by the State Council of Civil Defense, in emergency transport of personnel and materials to points on or in the immediate vicinity of the Turnpike.*
- d. Arrangements for toll-free travel of emergency vehicles on the Turnpike.
- e. Utilization of Commission facilities, including those under lease, for the emergency care of people using the Turnpike for travel.

3. Emergency Assistance Activities

No assignment to this category.

KK. Higher Educational Facilities Authority

1. Emergency Preparedness Activities

Action designed to assure the existence of appropriate flood and other insurance coverage on facilities and equipment toward the cost of which the agency has made a financial contribution, or in which it has a financial or other direct interest.*

2. Emergency Operational Activities

No assignment to this category

3. Emergency Assistance Activities

Dissemination of general and specialized information concerning the availability of Federal emergency assistance to agencies and organizations to which the Authority extends financial assistance.*

LL. Highway and Bridge Authority

1. Emergency Preparedness Activities

Action designed to assure the existence of appropriate flood and other insurance coverage on facilities and equipment toward the cost of which the agency has made a financial contribution, or in which it has a financial or other direct interest.*

2. Emergency Operational Activities

No assignment to this category.

3. Emergency Assistance Activities

Dissemination of general and specialized information concerning the availability of Federal emergency assistance to agencies and organizations to which the Authority extends financial assistance.*

MM. Public School Building Authority

1. Emergency Preparedness Activities

Action designed to assure the existence of appropriate flood and other insurance coverage on facilities and equipment toward the cost of which the agency has made a financial contribution, or in which it has a financial or other direct interest.

2. Emergency Operational Activities

No assignment to this category.

3. Emergency Assistance Activities

Dissemination of general and specialized information concerning the availability of Federal emergency assistance to agencies and organizations to which the Authority extends financial assistance.*

NN. Transportation Assistance Authority

1. Emergency Preparedness Activities

Action designed to assure the existence of appropriate flood and other insurance coverage on facilities and equipment toward the cost of which the agency has made a financial contribution, or in which it has a financial or other direct interest.*

2. Emergency Operational Activities

No assignment to this category.

3. Emergency Assistance Activities

Dissemination of general and specialized information concerning the availability of Federal emergency assistance to agencies and organizations to which the Authority extends financial assistance.

APPENDICES

1. Matrix of State Agency Responsibilities
2. Organizational Facilities (County and Local)
3. Organizational Functions (County and Local)
4. Organizational Operations (County and Local)

	Property Insurance	Damage Survey	Emergency Assistance Info.	Emergency Med Care	Temp. Emer. Housing	Food Commod. & Coupons	Family & Ind. Grants	Unemployment Compensation	Disaster Loans	Legal Svcs.	Professional Counseling	Farm Aid	Fire Supp.	Debris Removal	Repair Pub. Facilities	Community Loans	Economic Recovery	Tech. Asst	Non-Discrim. Measures	Insp./Audit
Gov's Office																				
Admin			X																	
Budget																				
Energy		X																X		
Planning																		X		
Press																		X		
Departments																				
Agriculture	X	X	X						X			X ^P								X ^P
Auditor Gen																				
Banking	X	X	X						X											
Commerce	X	X	X						X											
Community Affairs	X	X	X		X ^P				X ^P		X				X ^P	X ^P	X ^P			
Education	X	X	X						X						X	X	X			
Envir. Resources	X	X	X	X ^P							X		X ^P		X	X	X			
Health	X	X	X	X ^P							X				X	X	X			
Insurance	X	X																		
Justice										X ^P										
Labor & Industry		X																		
Mil. Affairs		X												X						
General Services	X	X																		
Public Welfare	X	X	X [*]	X		X ^P			X		X				X					
Revenue		X																		
State																				
State Police		X																		
Transportation	X	X	X												X					
Treasury																				
Boards																				
Liquor Control		X																		
Prob. & Parole																				
Commissions																				
Civil Service																				
Fish		X											X							
Game		X											X							
Historical & Museum	X	X																		
Human Relations																				
Navigation-Del. R		X																		
Public TV Network		X	X																	
Public Utility	X	X																		
Turnpike		X																		
Authorities																				
Higher Ed. Fac.	X		X																	
Highway & Bridge	X		X																	
Public School Bldg.	X		X																	
Trans. Assistance	X		X																	
Other																				
State Council of		X ^P	X ^{P***}																	
Civil Defense																		X		

APPENDIX 1 TO ANNEX A

Individual Assistance

* Other Than Individual

**

APPENDIX 2 TO ANNEX A

COUNTY AND LOCAL RESPONSIBILITIES

FACILITIES

I. EMERGENCY FACILITIES

- A. There are only limited numbers of public buildings and facilities in the Commonwealth which are suited to temporary emergency use for civil defense purposes such as shelter, mass care, etc.
- B. County and local plans for the emergency use of available facilities will be based on a multiple-use policy. For example, a specific school building may be designed and constructed in a manner which makes it suitable for use as a public fallout shelter; as a mass care center; and as a sub-reception center for evacuees.
- C. The only exception to the multiple-use policy will be those particular structures designated as sites for the emergency erection of packaged disaster hospital units.

II. EMERGENCY OPERATIONS CENTERS (EOC)

- A. Emergency operational needs and capabilities of the State and its numerous political subdivisions vary. Each emergency operations center will be designed and equipped to meet the needs of the particular government which it serves. However, there are certain basic essentials common to all emergency operations centers which are listed below:
 1. Will be situated within or in close proximity to those structures comprising the physical seat of government. Located either within existing buildings, or in structures specially constructed for the purpose, and located outside of the flood plain.
 2. The general design and construction of all centers will provide a degree of radiation protection sufficient for safe human occupancy under fallout conditions (Federal civil defense standards call for a radiation protection factor of 100 or more). Protection of this type and degree is provided within certain parts of most medium and large-sized buildings of "heavy" construction, primarily in basements or other spaces below ground level. Such protection also withstands natural disasters such as hurricanes and tornadoes.
 3. The size of the centers will provide adequate "working space" for the elected heads of government and the functional staff section of the Civil Defense organization. There will be space for essential operating fixtures, facilities and equipment.
 4. Equipment for communicating with other echelons of government and with key field installations and operational forces is essential to include both wire-line and radio equipment.
 5. Each center must be served by an emergency power generator. As a minimum, the capacity of the unit should be sufficient to meet basic electrical requirements for lighting and for the operation of essential communications equipment during periods of commercial power failure. Adequate fuel supplies should be available for up to 14 days of continuous operation.

III. IDENTIFICATION

- A. Under attack and disaster conditions, a ready means of identification of persons discharging essential emergency assignments will be provided. Designated civil defense personnel will require immediate access to emergency operations centers and other facilities, many of which may be designated restricted areas under guard. Similarly, firefighting, rescue, public utility, and medical personnel must promptly enter areas to render aid and perform work while designated State and Federal representatives will need to enter the same areas for survey and inspection purposes.
- B. There is no practical means of issuing a standardized identification card to all individuals engaged in essential emergency operations. Therefore, the following generalized rules of identification shall apply:
 - 1. The State Council of Civil Defense will furnish County and Local Civil Defense Directors with blank civil defense identification cards for issue to duly enrolled members of their respective organizations.
 - 2. Uniforms regularly worn by police, firefighting, military and other personnel will be accepted as evidence of their emergency responsibilities. Government officials, public utility company employees and other non-uniformed persons holding key emergency responsibilities carry personnel identification cards issued by their respective organizations. These will be accepted for emergency identification.
 - 3. Many persons on emergency assignment must move about by automobile. The following system for identification of motor vehicles being used for emergency operational purposes will apply:
 - a. The State Council of Civil Defense will provide all County Civil Defense Directors with special civil defense motor vehicle identification plates.
 - b. Police vehicles, fire trucks and ambulances, together with other government vehicles and most utility company work trucks, are usually colored or otherwise marked and will be identified as emergency vehicles.

IV. COMMUNICATIONS FACILITIES

- A. The following general policy will govern the use of governmental communications facilities.
 - 1. State, county and local civil defense organizations will use the civil defense communications facilities installed in their emergency operations centers.
 - 2. Other departments and agencies regularly controlling radio, teletypewriter and other wireline facilities will retain and exercise operational control over their respective facilities.
 - 3. Civil defense agencies will transmit traffic through the facilities of other departments and agencies only when essential traffic cannot be transmitted through normal civil defense channels.
- B. Communications traffic flowing through civil defense emergency operations centers must be limited to basic command and control traffic. Special fire and police radio units are installed in many civil defense emergency operations centers. Except where such units are components of centralized dispatching centers, the units should not regularly be used for the transmission of routine, or administrative traffic.

- C. Commercial telephone and telegraph facilities will remain under the operational control of the owning organizations. Under emergency conditions both types of service may temporarily be subject to operating restrictions which will give priority to the transmission of emergency traffic. Telephone companies may sometimes resort to so-called "line load control" operations which provide for continuing service to emergency agencies, organizations and installations, while limiting nonemergency service.
- D. Radio and television broadcasting stations will remain under operational control of the owning organizations. Stations will, as a public service, give priority to the broadcast of emergency information and instructions from official government sources. Many radio stations will function as designated components of the nationwide Emergency Broadcast System.

APPENDIX 3 TO ANNEX A

COUNTY AND LOCAL RESPONSIBILITIES

FUNCTIONS

I. ENROLLMENT OF PERSONNEL

- A. The availability of personnel to assist in emergency operations can become critical. Therefore, it is important to develop a list of dependable volunteers by specialty who can be called upon during emergencies. This list should be periodically updated.
- B. Proper administration practices demand the maintenance of current and accurate personnel records of all those engaged in civil defense activities. Pennsylvania statutes provide that all duly enrolled civil defense volunteers not eligible to receive benefits under the Workmen's Compensation Law shall be entitled to certain other benefits relating to injuries sustained while engaged in authorized civil defense training and emergency operational activities.
- C. To meet these requirements each County and Local Civil Defense Director shall be responsible for the establishment and maintenance of a system of personnel enrollment conforming with general procedures prescribed by the State Council of Civil Defense.

II. EXTRAORDINARY MANPOWER REQUIREMENTS

- A. Disaster situations give rise to urgent and largely unforeseeable emergency manpower requirements for both skilled and unskilled workers.
- B. To meet potential demands for emergency workers not included in established county and local civil defense organizations, three preparatory steps should be taken.
 1. Each County Civil Defense Director will arrange to have a representative of the County Office of the State Bureau of Employment Security serve as a member of the county civil defense staff organization to assure assistance in the recruitment of emergency manpower.
 2. Civil defense organizations will analyze potential needs and available resources. Contact should be made with potential sources of emergency manpower to confirm the extent of the supply capability and develop procedures for rapid notification and enrollment of the manpower in the emergency.
 3. Designated representatives of all county and local civil defense organizations should be prepared to promptly institute emergency recruitment measures. For example, local radio or television broadcast of a message requesting all able-bodied individuals within a specified qualification area to report to a designated point to assist in filling sandbags, could quickly produce workers urgently needed in strengthening a threatened stream levee. Similarly, telephone calls to local bus and trucking firms offer a likely means of obtaining skilled drivers.

III. INFORMATION AND TRAINING

- A. In order to maintain an efficient civil defense program there is a necessity for the continuing conduct of information and training programs. The primary objectives of these programs are:
 - 1. To provide all civil defense personnel, including governmental officials, employees and volunteers, with essential information concerning the conduct of emergency operations under this plan.
 - 2. To develop individual skills in specialized emergency operations techniques.
- B. Realization of this objective will necessitate a close working rapport and thorough understanding between the elected heads of government, civil defense councils, where established, and other key governmental officials and volunteer organizations; the presentation of formal and informal training courses; and the conduct of simulated emergency operational tests or exercises. These programs will be carefully tailored to fit the specific needs of each civil defense organization.
- C. Primary responsibility for the development and operation of information and training programs rests with each Civil Defense Director. The State Council of Civil Defense will extend active assistance in the arrangements for the presentation of special conferences, the conduct of formal training courses, aid and advice in the development of county and local tests and exercises, and the supply of training aids and materials. A list of training available can be provided by contacting the Training Officer, State Council of Civil Defense.

IV. COMMUNITY SUPPORT

- A. County and local government must rely on volunteer and private support to cope with the many problems of major disasters. Each political jurisdiction must develop active community support of its civil defense organization. In the emergency mobilization of essential non-governmental resources, civil defense agencies and personnel will follow the basic policies cited below:
 - 1. Civil defense will develop only those essential volunteer organizations and forces which have no direct counterparts within existing governments. These include: among others, radiological monitoring stations and networks and fallout shelter organizations. The missions should not involve the duplication of services rendered by existing governmental departments or agencies.
 - 2. Civil defense will take the maximum advantage of all non-governmental organizations and facilities possessing emergency operational capabilities including hospitals and other human care facilities and services.
 - 3. Arrangements for the emergency use of private facilities and the private supply of equipment, materials and supplies will be on a voluntary or mutually agreeable reimbursement basis.
- C. Under Pennsylvania statutes, all persons who volunteer their services in civil defense are legally deemed to be governmental representatives. As such, they shall not, except in cases of willful misconduct, be held liable for any deaths, injuries or property damage resulting from their civil defense activities. Similarly, all persons voluntarily making properties or facilities under their control available for civil defense use shall not be liable for the death, injury or loss or damage of property of any person on or utilizing the properties or facilities for civil defense purposes.

APPENDIX 4 TO ANNEX A

COUNTY AND LOCAL RESPONSIBILITIES

OPERATIONS

I. SUPPORT FORCES

A. Disasters may give rise to a need for movement of support forces from one political subdivision to another. Major disasters frequently will call for extensive inter-subdivision movements, sometimes over relatively long distances, with normal routes of travel restricted or closed. When inter-subdivision support activities involve large numbers of people and vehicles, movement must be on an organized and controlled basis. This will require the temporary operation of emergency facilities described below:

1. Mobilization Sites – These are locations, or facilities, where local support forces initially gather prior to their movement to another subdivision. As a part of their basic planning activities, county and local civil defense staff organizations are responsible for the selection of mobilization sites of the types and in the numbers required for mobilization of emergency forces subject to their immediate operational direction and control. The sites chosen will be listed and essential information concerning them furnished to all key personnel directly concerned with support force mobilization.
2. Gateways
 - a. Members of support forces moving into stricken communities from other political subdivisions to render assistance may not be familiar with the area in which they are to serve; it may be necessary to divide the reporting forces for emergency work in different areas; and some forces may have to refuel their vehicles, obtain food and make other last-minute preparations essential to their assigned emergency duties.
 - b. Proper reception of large support forces from other political subdivisions will require the designation and use of facilities known as “gateways.” These are locations to which incoming forces initially report, undertake necessary last-minute preparations and are assigned work by representatives of the stricken subdivision. All gateways will incorporate parking, service and other basic facilities and be located along, or in close proximity to, principal routes of travel, in outlying, rather than downtown areas. Gateways are activated and manned by local civil defense organizations, when needed.
3. Staging Areas
 - a. In major disasters and attack situations, it may be necessary to operate other temporary emergency facilities known as staging areas. These include parks, fairgrounds and similar locations to which groups of support forces and large shipments of equipment, materials and supplies may initially be dispatched to fill anticipated major support requirements. These facilities will serve as temporary holding areas from which forces, equipment, materials and supplies are subsequently moved to designated gateways and supply receiving points.

- b. Responsibility for the selection of staging area sites rests with the State Council of Civil Defense. State-owned installations and facilities will normally be used. Where the use of other sites is necessary, their selection will be coordinated with those county and local civil defense organizations directly concerned.

B. Movement Procedures

1. The inter-subdivision movement of support forces and materials will require close coordination by civil defense county and local staff groups. Preparations for the movement of support groups of many kinds will require aid on the part of transportation staff and field workers. The assembly of large support forces at mobilization sites, as well as their reception at gateways, will require police assistance. Support groups of any appreciable size will move in convoys, accompanied by police or other escort personnel and vehicles.
2. When support personnel or forces are dispatched from their home subdivisions for temporary duty in other political subdivisions, it is essential that the individuals or group leaders involved be provided with detailed instructions as to exactly where, when and to whom they are to report for specific duty assignments. These directions must be based on information furnished by representatives of those political subdivisions making requests for assistance from outside sources.

II. EVACUATION

A. Movement of People from Danger Areas

1. The threat of occurrence of natural disasters may necessitate the movement of people from dangerous or uninhabitable areas. Movement of this type may take place before, during or after the actual occurrence of a disaster.
2. With the exception of possible movement from areas known to be subject to repeated flooding, it is impossible to predict the places, nature or extent of necessary movement from dangerous areas. As a guide to be followed in emergency action associated with the movement of people from disaster danger areas, the general types of movement, together with appropriate control measures, are described below.

a. Types of Movement

- (1) There are two types of movement from danger areas. One is voluntary. It involves people voluntarily moving because they themselves see what they consider to be danger. The other type is directed. This involves movement based on advice or instructions from public officials. Movement actually under way may include people acting both voluntarily and in response to directions.
- (2) Officials concerned with the emergency movement of people from danger areas will understand that each individual has a legal right to remain in his home to protect his life and property. Except under most unusual circumstances wherein responsible officials specifically deem total evacuation to be essential to the safety and welfare of the public at large, people will not be forced to leave their homes because of dangers stemming from natural disasters. Any consideration of action involving forced removal of people from their homes will include legal advice in the matter.
- (3) The general principle followed in directing the movement of people from areas rendered dangerous by disasters should be to encourage rather than to force

people to leave their homes. On the other hand, directed, or forced, movement of people from highways, streets, bridges, parks and other public places and property is legally permissible.

- b. Control of Movement – Movement taking place immediately before, during or following occurrence of a disaster may include both voluntary and directed movement. Where large numbers of people are involved, exercise of control measures aimed at orderly movement and proper care of the evacuees will be required. To be most effective, all such measures must be in conformity with the basic policies, practices and procedures outlined below.

(1) Voluntary movement from danger areas will be reported to the local emergency operations center when first noted. The movement must be observed. If there is any evidence of extensive blind movement appropriate control measures must be promptly instituted. These include not only necessary on-the-spot traffic control, but also issuance of instructions to be followed both by emergency workers and by evacuees. Officials will designate emergency destination points for evacuees (mass care centers, evacuation assembly points, etc., later described) and specify the routes to be followed in reaching those points. The instructions will be broadcast to the public by radio, sound truck or other appropriate means.

(2) Except in critical situations demanding immediate on-site action, all large-scale directed movement from dangerous or uninhabitable areas will be based on advance plans specifying the areas to be evacuated, the routes to be followed and means of travel (on foot, by private vehicle, by bus, etc.). Responsibility for the development of all required movement plans rests with the civil defense staff organization and will require fully coordinated action on their part.

- c. Control Points – Prompt, orderly and effective evacuation of large numbers of people, particularly during periods when both public transportation and normal street highway traffic are seriously disrupted, will call for the exercise of extensive movement control measures. Under these circumstances, most evacuees will need to move through a series of evacuation control points. These control points are designed to provide not only for orderly movement from stricken areas, but also for proper care in selected reception areas.

(1) Sub-Assembly Points

(a) Sub-assembly points are collection or vehicle loading points within or on the edge of areas to be evacuated where limited numbers of people initially gather preparatory to movement to assembly points located within the same political subdivision.

(b) Suitable sub-assembly points may be schools, churches or other buildings or properties where necessary gathering and vehicular parking space is available. Generally they require no specialized emergency facilities. If circumstances permit, the points to be used should be designated in advance of any directed movements. Frequently it will be necessary for local representatives to select the required points as the situation develops and in the light of existing conditions.

(c) Responsibility for the selection, activation and operation of sub-assembly points rests with local government organizations and agencies, including civil defense, police, fire and other appropriate protective forces.

(2) Assembly Points

- (a) Assembly points are designated local points where large numbers of people gather for final organization (grouping, loading of vehicles, formation of convoys, etc.) prior to movement to other points beyond the geographical boundaries of their city, borough, town or township.
- (b) Assembly points include city parks, large school grounds, bus depots, railroad stations, airports and similar locations providing essential facilities. They should include roofed rest or holding space, toilets and loading and unloading areas. In most cases, food, vehicular fuel and other service facilities will be required. The number of assembly points required within each political subdivision will vary, depending primarily upon geographical size and resident population.
- (c) Responsibility for the selection, designation, activation and operation of assembly points rests with each local civil defense organization.

(3) Reception Centers

- (a) Reception centers are centrally or strategically located county facilities, where large numbers of evacuees from other counties first report, or are received, within a given county. Suitable reception center sites may include highway, rail or air transport terminals. They will include or have near at hand, facilities required to provide essential temporary comforts (resting space, first aid, food, water, toilets, etc.)
- (b) County reception centers need be activated only when evacuees are to be received from another county, or counties, based on arrangements made through Area Headquarters. With sound planning and organization, movement schedules made known well in advance of the arrival of evacuees will permit necessary force mobilization and manning of the centers. This may be done either by the county alone, or with the pre-arrangement support of organizations representing the political subdivision within which the center is located.
- (c) Study of anticipated needs will usually show that most counties realistically require one or two reception centers. Responsibility for the selection and designation of reception centers rests with each county civil defense organization and should constitute a part of its basic planning activities. Information concerning location of the centers will be furnished not only to all local civil defense organizations within the county, but also to the appropriate Area Headquarters.

(4) Reception Subcenters

- (a) Designated reception subcenters may include railroad stations, bus depots, schools and similar locations. They will provide suitable unloading facilities (parking space, indoor waiting rooms, etc.), together with essential temporary comforts (food, water, toilets, etc.) The number of subcenters required within each county will vary, ranging from two to eight, depending upon the total care capability of groups of political subdivisions serving as final receiving areas for evacuees. Where the county is divided into operational sectors, each sector will be considered a receiving area.

- (b) The selection and designation of facilities to be used as reception subcenters is a county planning responsibility. However, details of the matter must be discussed and coordinated with representatives of those subdivisions comprising the various receiving areas.
- (c) Reception subcenters are activated upon receipt of instructions from the county civil defense organization. Primary responsibility for their manning and operation is with the local civil defense organization serving the political subdivision where the center is located.

d. Police Lines

- (1) Large-scale emergency operations associated with attack and natural disasters generally require police lines at critical points. Their purpose is to protect life and property, to expedite the movement of emergency forces, equipment and materials and to maintain law and order.
- (2) To facilitate the operation of police lines, large numbers of emergency workers moving to the same point will travel in groups or convoys with the leaders prepared to vouch for the identity and assignment of group members. Also, large shipments of emergency equipment, materials and supplies will be moved in convoys.

III. CASUALTY CARE OPERATIONS

A. General Procedures

- 1. Arrangements for prompt, effective care of people injured in natural disasters and other major emergencies is a civil defense responsibility.
- 2. Day-to-day care of the sick and injured is normally a community rather than a governmental activity. It involves doctors and nurses working in privately-owned and operated medical facilities. These same personnel and facilities will be relied upon to provide medical care for the victims of a disaster. Arrangements for this type of community support require extensive advance planning on the part of county and local civil defense staff medical groups.
- 3. The movement of people injured in disasters should be the same as that followed in day-to-day emergencies. However, it is essential that both county and local civil defense organizations, acting through their respective staff medical groups, take immediate steps to obtain summary information concerning all required casualty care operations. Should this information indicate a need for over-all coordination, appropriate control measures of the types described below should be immediately instituted.

B. Control Procedures

- 1. In the event of a disaster causing numerous injuries, either field or operations center personnel should furnish to the receiving hospitals prompt notice of the fact that casualties are en route, or subsequently will be sent, to the hospital.
- 2. To simultaneously transport even limited numbers of injured people to hospitals from widely scattered points throughout a given community, it may be necessary to resort to centralized dispatching of available ambulances and the use of station wagons and similar vehicles for emergency transport. Where a large number of casualties occur at a single point, or at a number of points within a limited area, one or more doctors will be

dispatched to the scene, unless it is definitely known that professional medical personnel are already there.

3. Where doctors are engaged in large-scale, on-site care and triage activities, civil defense, police, fire or other personnel will arrange for the establishment of temporary emergency communications facilities at the scene. Communications facilities of this type are required both for the request of assistance needed at the site and for the supply of advance information concerning potential casualty loads for each hospital.
4. Should a large number of casualties occur within an area normally served by two or more hospitals, the county or local civil defense staff medical group, acting in cooperation with hospital staff representatives, will take steps to assure reasonable division of the casualties among the several hospitals.
5. All accredited hospitals have disaster plans, which provide for their temporary expansion to meet emergency needs. The number of people injured in a given disaster may sometimes exceed the total expanded care capacity of hospitals regularly serving the area. In these cases, some of the injured will have to be sent to hospitals in other areas. This requires special sorting of the casualties (those most seriously injured should be sent to nearby hospitals), and fully coordinated arrangements for their movement to other areas.
6. Responsibility for arrangements for movement of casualties to points outside normal care area rests with county, local and area civil defense organizations. Information obtained from situation reports and other sources provide these agencies with the particular situation faced throughout their respective areas of jurisdiction.

C. Emergency Medical Facilities

In major disasters, such as enemy attack, the resulting numbers of casualties may far exceed the total care capacity of existing, day-to-day medical facilities. It may become necessary to establish and utilize temporary emergency facilities and provide for the orderly movement of casualties to and through various treatment points, or stations. The principal types of emergency care facilities which may be required under maximum casualty load situations are described below:

1. Field Aid Points

- a. Field aid points or stations are simple, fixed or temporary facilities to which casualties will be directed or taken to receive initial treatment of injury. Field or aid points will be established in or very near areas of heavy damage.
- b. They may be located on street corners, on large porches, in store and factory buildings, in truck trailers and at other places, including some designated prior to the emergency and many selected in the light of existing conditions. Most field aid points will include few major equipment items. Limited short-time bedding space, or room to lie down, is essential, as is running water and toilet facilities.
- c. These points will be manned by trained first aid workers, together with emergency litter bearers and other non-trained workers recruited on the spot. Field aid points will serve as initial casualty collecting points. The treatment rendered at these points will be limited to basic first aid, with the patients subsequently being discharged, or sent on to a principal aid station, according to the nature and extent of their injuries.

- d. Simple medical supplies (bandages, splints, etc.) required for use at the field points will be drawn from available sources in the immediate vicinity, including home medical shelves, school and factory first aid kits, drug stores, and similar places.

2. Principal Aid Stations

- a. Principal aid stations are fixed or temporary facilities where most casualties will receive their first medical treatment administered under the direction of doctors, nurses and other professionally trained personnel. The majority of these stations will be set up close to, but outside of, areas of heavy damage. They may be located in schools, churches and industrial buildings and other places.
- b. The basic items of equipment (combination litter-cots, simple surgical instruments, etc.) required for operation of principal aid stations are contained in State civil defense stockpiles, including some supply units stored in most counties. Added station essentials are temporary bedding space, running water, toilet facilities, ambulances, or other motor vehicles suitable for transport of patients.
- c. Principal aid stations will be manned by specially organized aid station medical groups, consisting of roughly ten professional workers (including doctors, dentists, nurses and pharmacists). In addition to medical personnel, non-professional workers will be required to provide food for both patients and station workers, or to perform other non-medical duties.
- d. The primary functions performed at principal aid stations include preliminary screening or sorting of patients to determine their immediate needs and subsequent disposition, the treatment of shock, the relief of pain, and related types of initial medical care.

3. Emergency Hospitals

- a. Emergency hospitals are special hospital units used to provide emergency surgical and other major forms of life-saving treatment at the earliest possible moment. They will be set up and operated close to those areas where large numbers of casualties have occurred. Their erection sites should be selected in advance of the time of actual need, but in many cases, location of the units will be dictated by existing conditions.
- b. Emergency hospitals will be outfitted with equipment, materials and supplies contained in the Packaged Disaster Hospitals currently stored within most counties of the Commonwealth. These are complete 200-bed emergency units, with X-ray, operating room, partial laboratory, power generator and other essential features and facilities.
- c. Urgency and practicality may call for the establishment of temporary emergency hospitals outfitted in part with items drawn from stored disaster units and in part with other essentials already on-site, or readily available close at hand. Emergency hospitals may take the form of improvised units set up in nursing homes, school infirmaries, motels and similar locations, where minimum operational essentials are available, or can quickly be obtained from nearby sources.
- d. When functioning as separate and complete 200-bed units operating on a 24-hour, two-shift basis, emergency hospitals will be staffed by organized medical groups consisting of approximately ten physicians, 20 graduate nurses, ten technicians and as many as 100 or more trained auxiliaries, such as nurses' aides. The medical group

will be assisted by 50 to 100 additional non-medical workers, responsible for clerical, feeding and other supporting activities.

- e. The functions performed at emergency hospitals will include patient triage (sorting), X-ray examination, emergency surgery and urgent reparative treatment of seriously injured people. These are major forms of treatment which cannot be performed at field aid points or principal aid stations.
- f. Packaged Disaster Hospitals include basic supplies sufficient for roughly 30 days of operations. Potential supplemental supply sources for both these and improvised units include Federal and State civil defense stockpiles, wholesale medical warehouses and existing hospitals. The minimum time required to unpack and set up a Packaged Disaster Hospital is more than eight hours, and few patients can be cared for prior to the time all key facilities are ready for use. Therefore, prompt and effective care of disaster victims will demand that they be sent to existing hospitals, even though such action may involve long emergency transport operations. All packaged hospital units are the property of the State Government and except in extreme emergencies, specific approval of the State Council of Civil Defense will be obtained prior to the use of the units.
- g. The following basic practices should be followed in disaster operations:
 - (1) Complete Packaged Disaster Hospital units will be unpacked and placed in service only if competent medical authorities deem them essential to prompt, proper and effective care of the victims of a disaster.
 - (2) Electric power generators, cots, blankets and other disaster hospital components will be withdrawn and used only in the event that it is impossible locally to obtain the required items from other sources.

4. Existing Hospitals

- a. Existing hospitals are current permanent hospitals, both general and special. All existing hospitals, both public and private, will have disaster or expansion plans designed to cope with emergency situations.
- b. The primary function of existing hospitals is to provide all forms of major and specialized treatment requiring comparatively long periods of hospitalization.

5. Recuperation Points

- a. Recuperation points are various locations to which the more seriously injured patients will go to recuperate following their discharge from principal aid stations and emergency and existing hospitals. They include private homes, apartment houses, motels, hotels and similar places where simple, convalescent bed and ambulatory care can be provided.
- b. Except where home or visiting nurses or other trained personnel are required, patients confined to recuperation points will be cared for by members of the family, relatives and friends.

IV. MASS CARE OPERATIONS

A. General

- 1. As a result of enemy attack and natural disasters, large numbers of people may be left

temporarily in need of emergency lodging, feeding and clothing. Civil defense activities associated with the supply of these basic needs are termed mass care operations which are short-term activities designed to fill essential human needs on a temporary emergency basis.

2. The supply of emergency lodging, feeding and clothing is not a routine, day-to-day function of government. Responsibility for all required mass care operations rests primarily with county and local civil defense organizations. It is a community support activity which calls for detailed advance planning and organizational work on the part of county and local mass care staff groups.

B. Mass Care Centers

1. These are fixed facilities required and used for short-term, emergency supply of life essentials to people rendered temporarily homeless by a disaster. In addition to lodging, feeding and clothing, they will include provisions for home-type nursing and other primary human necessities.
2. Center locations include community halls, college dormitories and gymnasiums, schools, churches and similar public and private buildings. Each structure used as a mass care center will incorporate bed space, kitchen facilities, light, heat and other basic housing essentials, including telephone service. The care capacity of individual centers will range from a minimum of 25 to a maximum of 250 people.
3. In planning for the establishment and operation of mass care centers, a rough listing of all suitable center facilities, including the names of the owners or operators should be compiled. The better and more strategically located units, having a total aggregate capacity equal to at least 3% to 5% of the resident population of the political subdivision, will be selected and designated as preferred sites. In times of emergency, the preferred sites will be the ones first utilized, with less desirable facilities being pressed into service only if the number of people to be cared for necessitates their use.
4. Primary responsibility for the selection and classification of mass care center sites rests with county and local civil defense mass care staff groups. This basic planning and organizational work will include advance arrangements, or understandings, with facility owners and operators, relating to the possible use of at least all preferred sites.
5. Mass care centers will be activated only in the event that county or local officials find that it is impossible to care for the homeless by relatives, friends or neighbors, or in available commercial facilities. Essential information relating to activation of specific centers will be disseminated prior to the time of their actual opening and the arrival of homeless people.

C. Emergency Feeding Stations

1. These are facilities required for short-term emergency feeding of people temporarily unable to prepare food at home, as well as civil defense workers engaged in emergency operations. They include both fixed and mobile units.
2. In addition to local restaurants and cafeterias providing emergency service under special arrangements, suitable locations for the establishment and operation of fixed feeding stations include numerous public and private buildings which have kitchen or other food service facilities and which are made temporarily available for emergency use.
3. The nature and extent of necessary emergency feeding operations can be determined

only as emergencies actually develop. In most cases the only sound and practical planning procedure is to compile an inventory of local feeding facilities, including the names of owners and operators.

4. Emergency feeding stations will be activated when and as needed. The opening of those required to feed members of the public at large, as contrasted to emergency workers, should be preceded, or accompanied, by appropriate dissemination of information concerning their location and activities.

D. Human Locator Services

1. Any situation in which large numbers of people are killed, injured or suddenly driven from their homes will give rise to countless requests for information concerning the status and whereabouts of many individuals known or believed to have been within the stricken area. The requests will come from relatives, friends, employers and others.
2. Each local civil defense organization will develop and maintain accurate and current listings of all disaster deaths occurring within their respective areas of jurisdiction, based on information obtained through local police and other sources. Information concerning the numbers of fatalities suffered will be included in situation reports.
3. County civil defense organizations, utilizing information obtained from local organizations, the coroner's office and other sources, will develop and maintain county-wide listings of all disaster fatalities. Information concerning the numbers, but not necessarily the identity of the dead will be periodically furnished by county to Area, either in situation or in other priority reports.
4. Both county and local civil defense organizations will make appropriate arrangements for the supply of information concerning fatalities not only to local news media representatives, but also to individuals seeking information on the subject. Under some circumstances, it may be feasible to have designated emergency operations center personnel respond to inquiries of this particular type. In most instances it will be necessary to have the police department, a local Red Cross Chapter or other public or private agency serve as the receiving point for fatality information requests made by interested individuals. In addition, appropriate notice of the arrangements will be furnished to the local telephone company, so that incoming information request calls may be referred to the proper place.
5. All county and local civil defense organizations will maintain accurate and current information concerning the approximate numbers of disaster victims confined in hospitals within their respective areas of jurisdiction. Summary information on the subject will be included in situation reports.
6. In most disaster situations, the numbers of people rendered temporarily homeless usually exceeds by far the numbers killed and injured. Because they may move from place to place, supplying information concerning large numbers of homeless individuals is difficult and often impossible. There are several general practices which will be followed in attempting to meet the demand for information concerning the whereabouts and condition of both injured and homeless people.
 - a. As a part of their mass care activities, county and local civil defense organizations will publicly encourage all temporarily homeless people, or those caring for the injured, to prepare and mail emergency information cards to all out-of-town individuals deemed likely to want to know of their condition and whereabouts. Addressees should include family members, relatives and close friends. Each victim's card will indicate how and where they may be reached by mail or other means.

- b. When mailing cards are used, a concerted effort should be made to encourage victim participation and to extend appropriate assistance. For example, messages concerning the importance of sending information cards should be broadcast by radio and television. Nurses' aides or others will be asked to help hospital patients prepare and mail their cards. Bulk supplies of blank cards will be furnished to mass care centers for use by the occupants and representatives of all families who are obliged to take up emergency residences for prolonged periods, or who permanently move to new locations, should be instructed to furnish their post office with written information concerning their temporary, or new, address.

E. Operating Personnel

1. Red Cross, Salvation Army and similar public service organizations are in position to provide skilled groups, or cadres, capable of directing the operation of mass care centers. In some localities, church and farm groups have the facilities and personnel required for the same purposes. Visiting and practical nurses, together with nursing aides and trained first aid workers, can furnish basic medical assistance needed at various emergency care facilities. Many schools and industrial organizations have lunch room or cafeteria facilities and personnel capable of providing emergency food service. Wholesale, chain store and other food supply organization representatives can furnish valued assistance in the procurement of emergency food stocks.
2. In planning for county and local mass care operations, human care services may be required not only at mass care centers and feeding stations, but also at other emergency facilities. The latter include evacuation, reception and sub-reception centers, convoy stopping places and numerous similar points where large numbers of people may be gathered for various purposes.
3. In the basic planning and organizational work essential to the conduct of effective mass care operations, the over-all objective will be to recruit and assign groups and individuals to specific emergency tasks, where their particular experience and skills can be utilized to the maximum practical advantage.

ANNEX F
Hazardous Materials

ANNEX B
Organization

ANNEX C
Vulnerability Analysis

ANNEX D
Damage Assessment

ANNEX E
Nuclear Incidents

ANNEX B

ORGANIZATION

I. REFERENCE

- A. State Council of Civil Defense Act of 1951, P.L. 28.

II. SITUATION

- A. The actual occurrence or imminence of natural or man-made disasters or nuclear attack requires immediate implementation of comprehensive emergency measures to mobilize the Commonwealth's resources to combat or alleviate disaster effects or to conduct widespread survival operations. The Civil Defense Organization, at State, county and local level, must be one that may be implemented smoothly and quickly.
- B. To insure continued overall effectiveness, the peacetime and wartime emergency organization structure must conform to normal governmental structure insofar as practicable, with State agencies being assigned responsibility for emergency functions set forth in Annex A.

III. MISSION

- A. During normal operations, the mission of the Civil Defense Organization is to prepare and keep current emergency operations plans and procedures, train personnel in self-protection and emergency assignments, and perform periodic tests and exercises to improve their ability to carry out assigned emergency functions.
- B. During disasters, the mission of the Civil Defense Organization is to perform emergency operations to protect and sustain lives and protect property.

IV. ORGANIZATION

- A. General:
1. State law provides that each political subdivision of the Commonwealth shall establish an organization for civil defense in accordance with the State plan and program. The elected heads of government both legally and traditionally hold the basic responsibility for the safety and welfare of the public.
 2. A civil defense organization must be developed at each level of government, functioning under the direction of the elected officials, to conduct emergency operations in their respective areas of jurisdiction. Each level of government, local, county and State, is responsible for public safety within its jurisdiction and must commit all resources necessary and available to meet this responsibility in an emergency.

3. Some disaster situations may be handled completely within the local jurisdiction affected, many will require outside assistance by county, State and Federal agencies. Prompt and effective response to disasters will require fully coordinated emergency operations conducted jointly by these various levels of government. The basic policies, practices and procedures to be followed by the Commonwealth and its political subdivisions in the development and operation of their disaster organizations are described in this Annex.

B. Organization Structure

1. Effective disaster operations demand a standardized organizational structure which also allows for the variation in resources and operational capabilities of the State agencies and the wide range of county and local governments. Because of the special characteristics of emergency operations in a disaster situation, the civil defense structure differs from most governmental operations.
2. At each level of government the civil defense organization falls within the responsibility and control of the elected government officials for that level while at the same time maintaining a special relationship with civil defense organizations at the next higher and next lower levels of government. The overall structure of the civil defense organization within the Commonwealth is shown in Appendix 1.

C. State Organization

1. Commonwealth statutes provide for the establishment of a State organization legally known as the State Council of Civil Defense which is comprised of ten statutory and four appointed members as follows:

Statutory Members

1. The Governor, ex-officio
2. Lieutenant Governor, Chairman
3. President Pro Tempore of the Senate
4. Minority Leader of the Senate
5. Speaker of the House of Representatives
6. Minority Leader of the House of Representatives
7. Adjutant General
8. Secretary of Community Affairs
9. Auditor General
10. Secretary of Health

Appointed Members

(Normally the administrative heads of the following Commonwealth agencies which have major emergency responsibility.)

Secretary of Environmental Resources
Secretary of Public Welfare
Secretary of Transportation
Commissioner of State Police

2. As the legally authorized and formally designated State disaster agency, the State Council of Civil Defense exercises overall policy guidance, direction and control of emergency and major disaster operations within the Commonwealth. To furnish assistance in the discharge of its legally assigned responsibilities, the Governor has

appointed a Director of Civil Defense and the State Council employs a full-time administrative and emergency operational staff. In emergency planning and operations, the State Council of Civil Defense is supported by all agencies of State government.

D. County and Local Organization

1. Under State law, each county, city, borough, town and township within the Commonwealth is directed to recommend for appointment by the Governor a Civil Defense Director and establish a civil defense organization in accordance with this plan and program.
2. All counties, cities, boroughs, and towns, together with the larger, more densely populated townships, are authorized to establish local civil defense councils similar to the State Council of Civil Defense. The purpose of these bodies is to provide the broad, authoritative, skilled and experienced leadership essential to effective action in major emergencies. Composition of the councils will vary, but should include elected heads of government, other key government officials and recognized community leaders. The councils are assisted by, or work through, their respective civil defense staff organizations.
3. Commonwealth statutes and this plan provide for limited deviation from the basic civil defense organizational structure. Several adjoining political subdivisions with small population and limited emergency operational facilities and resources may form a single emergency organization serving several subdivisions. Similarly, a single organization may be established to serve all political jurisdictions comprising a given metropolitan area. All organizational deviation must be formally endorsed by the governing bodies of all participating subdivisions and approved by the State Council of Civil Defense.

V. CONCEPT OF OPERATIONS

A. General

1. The State organization for emergency operations as outlined in this annex is activated:
 - a. Upon direction of the Governor when, in his opinion, the safety and welfare of the people of the Commonwealth require the exercise of such a measure.
 - b. When an enemy attack emergency is declared by the President of the United States.
 - c. Upon commencement of a general war.

B. Emergency Operations Center (EOC)

1. The State organization for emergency operations during disasters consists of governmental officials operating from:
 - a. The State Civil Defense Emergency Operations Center
 - b. Three Area Civil Defense Emergency Operations Centers
 - c. County and Local government Emergency Operations Centers.
2. State Civil Defense Emergency Operations Center — Located in the Transportation and Safety Building in the Capitol complex in Harrisburg, this EOC serves as the point of

general direction and control of all major emergency operations carried out within the Commonwealth.

3. Area Civil Defense EOC's – Established to serve as the point of control of emergency operations in the Eastern, Central and Western parts of the State. These centers are located as follows:

- a. Eastern Area – Hamburg Center, Hamburg, Bucks County
- b. Central Area – Selinsgrove Center, Selinsgrove, Snyder County
- c. Western Area – Indiana University of Pennsylvania, Indiana, Indiana County.

(See Appendix 2 for locations of EOC's and area boundaries)

4. County and Local EOC's – Located in local government facilities, these centers serve as the points of immediate direction and control of emergency operations.

C. Staff Organizations

1. To be in position to properly and effectively discharge their legally assigned disaster responsibilities, the elected heads of State, county and local government must establish emergency staff organizations. These "headquarters groups" perform specialized duties essential to the direction and control of emergency operations.
2. State Civil Defense Staff – The State Council of Civil Defense has a full-time staff organization. The staff includes the State Director and Deputy Director of Civil Defense, an Operations Officer and three Area Directors, together with warning, communications, radiological defense, mass care, emergency planning, administration, damage assessment, training, public information and other emergency operational specialists. During periods of emergency, the State Council staff is augmented by assigned representatives of other Commonwealth departments and agencies.
3. District Councils of Civil Defense – In cooperation with local officials, the Council is authorized to establish district councils of civil defense in critical areas of the Commonwealth of special importance in defense activities. Such district councils shall act as coordinating agencies under the supervision and direction of the Council and in cooperation with local governmental agencies.
4. County and Local Civil Defense Staff – Due to variations in their basic nature and resources, the emergency operational needs and capabilities of individual subdivisions differ widely. Both the size and detailed make-up of their respective staff organizations must be tailored accordingly. When resources permit, the components of a county or local staff organization should include a director supported by special assignment groups as follows:
 - a. Director and Deputies – Responsible for development, training and operation of the staff organization, acting subject to the direction and control of the elected officials. Each director should have a minimum of two fully qualified deputies which are required not only to assist the Director, but also to act for him in his absence.
 - b. Situation Analysis Group – Collects and analyzes information concerning threatened or actual emergency conditions, and submits situation reports.
 - c. Damage Assessment Group – Gathers data on facilities damaged, casualties,

homeless persons, mass care requirements and submits Damage Assessment Reports.

- d. Warning and Communications Group — Receives and disseminates warnings and operates wire-line and radio communications equipment.
- e. Police Group — Supply of information and advice on law enforcement matters, liaison with other subdivision police staff groups and general coordination of disaster operations carried out by local police organization.
- f. Fire and Rescue Group — Supply of information and advice on fire and rescue matters, liaison with other subdivisions fire and rescue organizations and general coordination of disaster operations carried out by fire and rescue organizations.
- g. Medical and Health Group — Supply of information and advice on medical and health matters, liaison with all subdivision medical and health organizations and general coordination of disaster operations carried out by medical and health organizations.
- h. Mass Care Group — Supply of information and advice on mass care matters, liaison with all subdivision officials of mass care facilities, and general coordination of mass care operations carried out by local disaster organizations.
- i. Transportation Group — Supply of information and advice on transportation matters, liaison with key transportation industry representatives and general coordination of disaster operations involving inter-subdivision transport of people and materials.
- j. Engineering Group — Supply of information and advice on engineering matters and general coordination of local disaster engineering operations.
- k. Public Information Group — Supply of information and advice in public information matters, liaison with subdivision news media organization and preparation and public release of emergency information and instructions.
- l. Shelter Operations Group — Develops a Community Shelter Plan allocation and directs shelter operations to provide for maximum protection of the populace in the event of nuclear attack.
- m. Radiological Defense Group — Monitors, collects, analyzes and reports representative radiation dose-rate information.

D. Chain of Authority

1. Major emergencies associated with enemy attack or natural disaster will require the coordinated action of a combination of local, county, State and Federal agencies. If the coordination of these joint efforts is to be effective, it is essential that operations be conducted in accordance with a single chain of authority.
2. Based on law and general administrative practice, the accepted chain of authority runs from the Federal government to the State, then to counties and finally to all local governments. Conversely, emergency information originated by a local government would be channeled through the County, Area and State Civil Defense chain of authority and, if appropriate, to the Federal Government.
3. Requests for assistance and relief originate at the lowest level of government affected

after all locally available resources have been used or committed to satisfy the requirement. Requests originating at the local government level will be forwarded to county and then to the appropriate Civil Defense Area. Normally, the Area Office will respond to any requirement within the capability of the Area, and will forward any requirement beyond its capability to the State Council for action. However, in exceptional cases, the State Council may require Area Offices to obtain approval from State level prior to release of resources available within the Area in that the resources may be designated for other use. Requests that cannot be fulfilled at State level will be forwarded to the Federal government when appropriate. Where possible, assistance will be provided direct to the requesting local government regardless of the level at which the request is acted upon.

E. Reports and Information

1. Reports will be forwarded from local government, to county government, to Civil Defense Area Offices and to the State Council as outlined in Annex AA, Reports.
2. Information will flow from the local and county governments through the Area Offices to the State Council, and from the State Council to County and Local governments through the Area Offices.
3. Area Offices will consolidate reports and information unless holding a report or information would seriously degrade its value.

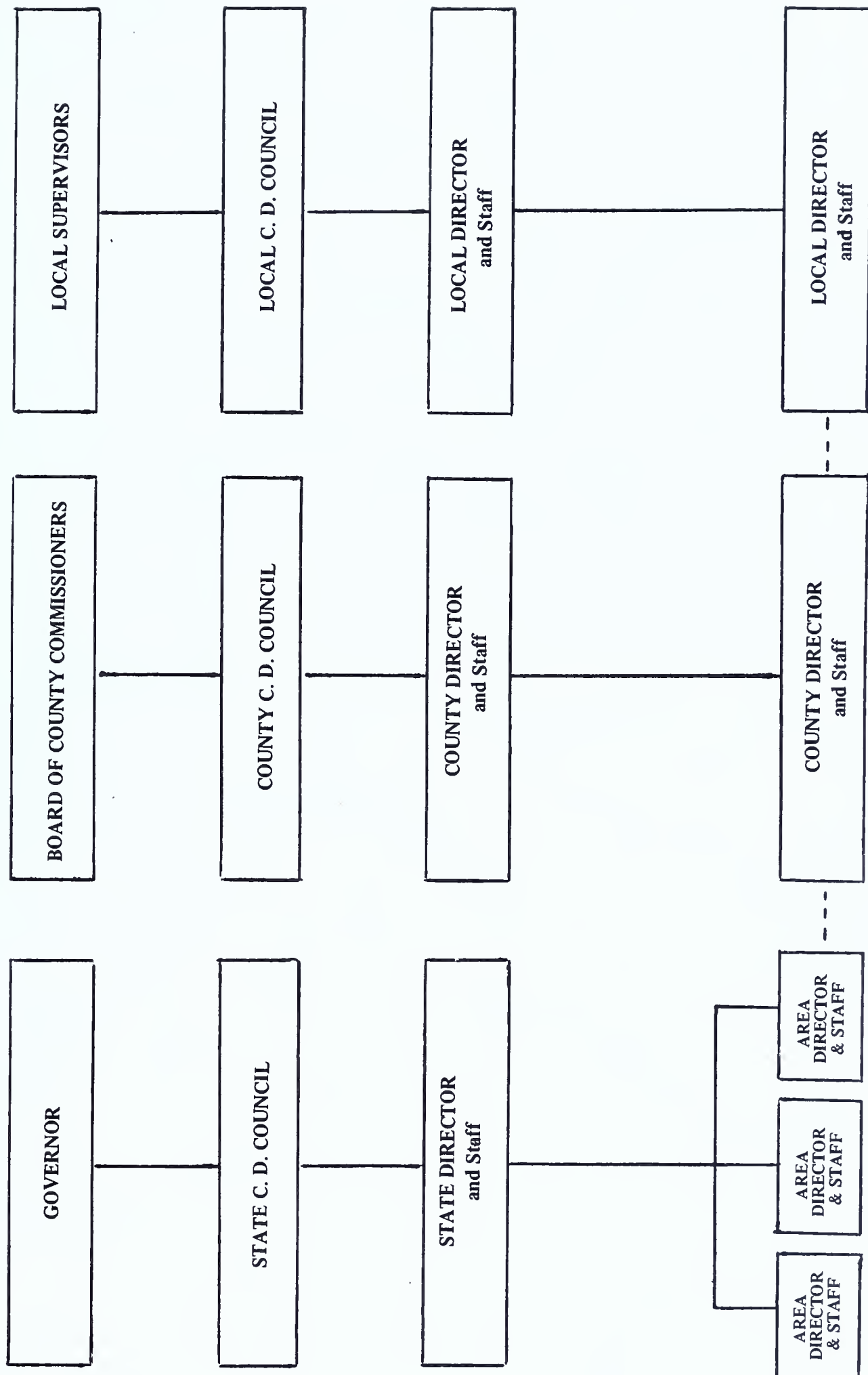
F. Post-Attack Recovery Phase

The State Civil Defense organization for war-caused disaster remains in operation during the post-attack recovery phase until such time as the Governor declares the emergency no longer exists.

APPENDICES:

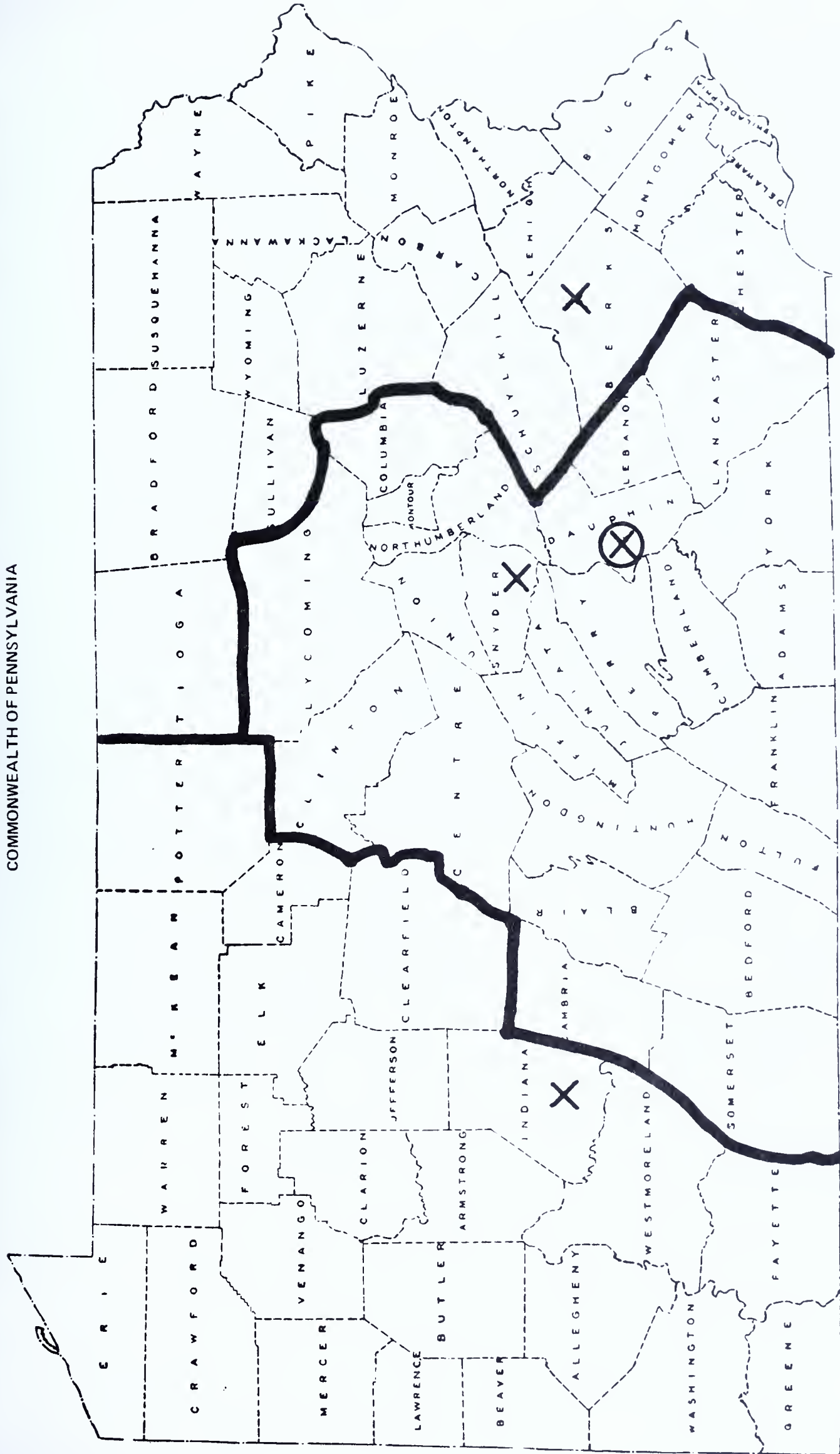
1. Civil Defense Organizational Structure
2. Civil Defense Operational Areas

OVERALL CIVIL DEFENSE ORGANIZATIONAL STRUCTURE



APPENDIX I

COMMONWEALTH OF PENNSYLVANIA



X -- Eastern Area Emergency
Operations Center
Hamburg State School
and Hospital
Hamburg, Pennsylvania

ANNEX F
Hazardous Materials

ANNEX G
Training

ANNEX C
Vulnerability Analysis

ANNEX D
Damage Assessment

ANNEX E
Nuclear Incidents

COMMONWEALTH OF PENNSYLVANIA DISASTER OPERATIONS PLAN

ANNEX C

VULNERABILITY ANALYSIS

I. REFERENCE

Defense Civil Preparedness Agency Publication CPG 1-6, "Disaster Operations."

II. SITUATION

- A. Each year Pennsylvania is subjected to threats of disaster such as hurricanes, tornadoes, floods, industrial accidents, and other hazardous problems.
- B. Planning is essential for every community in order to determine what preventive and protective measures can and should be taken before and at the time of a disaster. Vulnerability (risk) analysis is a prerequisite to effective disaster preparedness. The variety of natural disasters makes it clear that an assessment of vulnerability must be made by each community.

III. MISSION

To protect public health, safety and property in disasters caused by weather phenomena, industrial accidents and other hazards. (See Annex E for Nuclear Incidents and Annex F for Hazardous Materials)

IV. CONCEPT OF OPERATIONS

- A. Heads of County and local governments must be aware of potential natural and man-made disasters and analyze the degree of vulnerability (risk) to their jurisdiction. To assist in this effort, a vulnerability analysis for the Commonwealth is attached as Appendix 1.
- B. The threat of a disaster may develop at any time. When warning of an impending disaster is received it is the responsibility of the State agencies and County and local governments to implement precautionary measures. Some emergencies can be forecast with reasonable accuracy. However, disasters occur with such rapidity and without warning that last minute preparations are of little value. Preparations may be equated with instant readiness. Therefore, responsible individuals at all levels must make long-range preparations for emergencies.
- C. The National Weather Service predicts weather conditions and originates severe weather watches and warnings which are disseminated to selected State agencies. These warnings are sent to every County through the Civil Defense Warning and Communications Teletype Network. Other sources of warning of an impending disaster may originate with credible on-site observers, especially police or local government officials. County and Local governments will establish systems and procedures to promptly pass these warnings to the threatened population as received. (See Annexes H and I on Communications and Warning)

- D. Upon announcement that a disaster is threatening an area of the Commonwealth, State agencies, County and local governments will take preplanned measures to accomplish increased readiness procedures in anticipation of the natural disaster.
- E. Sequential categories of actions to be taken, where time permits, are set forth in the accompanying check list. (Figure 1)
- F. In the absence of time to react in an orderly buildup to a condition of disaster operational readiness, responsible officials must exercise judgement in the selection and implementation of essential activities to provide the maximum protection for the population.

Attachment

Figure 1 – Checklist of Increased Readiness Actions

Appendix

1 – Vulnerability Analysis

CHECKLIST OF INCREASED READINESS ACTIONS FOR PEACETIME DISASTERS

	A	B	C	D	E	F	G	H	I
	STATE COORDINATOR OF EMERGENCY SERVICES	SUPPORTING STATE AGENCIES	LOCAL GOVERNMENT	PUBLIC INFORMATION	PUBLIC WORKS ENGINEERING	EMERGENCY WELFARE	EMERGENCY HEALTH SERVICES	PUBLIC SCHOOL SYSTEM	INDUSTRY AND BUSINESS
1. Preparatory actions where a natural disaster is imminent or threatening.	Brief Governor Brief selected State agency heads Implement State Disaster Plan. Review status of Emergency Operations Center operation. Test existing communications Issue appropriate warning to applicable local governments. Notify Director, FEMA, Region III. Accelerate training. Alert quasi-public and private relief organizations	Upon alert, review natural disaster plans and procedures. Brief key agency staff personnel. Arrange to fill vacant positions in emergency operations organization. Accelerate training. Alert emergency operations personnel	Brief head of government including status of Emergency Operations Center. Arrange to fill vacant positions in emergency operations organization. Review Disaster Plan Accelerate training Review Disaster Plan Alert personnel Alert local quasi-public and private relief organizations.	Review and update plans, check availability of emergency information materials. Prepare for increased Public Information activity	Review and update Public Works engineering plans. Review personnel assignments. Check readiness of Public Works engineering equipment and facilities. Correct deficiencies in engineering equipment and facilities readiness. Alert Public Works engineering personnel.	Review and update emergency welfare plans to include arrangements for food and shelter. Review personnel assignments. Check readiness of emergency welfare facilities and equipment. Correct deficiencies in equipment and facilities readiness. Alert emergency welfare personnel.	Review and update Emergency Health Services plans. Check readiness of Emergency Health Services facilities and equipment to include independent emergency electrical power source at each hospital. Correct deficiencies in equipment and facilities readiness. Review personnel assignments. Alert Emergency Health Services personnel.	Review and update school emergency or disaster plans. Brief key school system officials	Brief industry executives and review emergency disaster plans. Brief key officials of local industrial and commercial establishments.
2. Actions immediately preceding mobilization of personnel and resources to cope with effects of a disaster.	Prepare to staff Emergency Operations Center Inform appropriate local Emergency Service officials of emergency actions implemented by State government.	Prepare to mobilize emergency operations personnel	Prepare to staff Emergency Operations Center. Review assignments of local government officials and other emergency positions. Prepare to evacuate individuals from danger areas	Meet with management and staff of local news media Commence moderate step-up in local Public Information activities Alert general public with methods for lessening the impact of a natural disaster (See Annex 1-E)	Encourage property owners to take precautionary engineering protective measures. Prepare to mobilize emergency operations personnel.	Prepare to mobilize emergency operations personnel.	Prepare to mobilize Emergency Health Services personnel.	Brief school administration officials and increase school readiness Prepare to mobilize emergency operations personnel.	Check readiness of industrial and commercial facilities Alert emergency operations personnel
3. Mobilization for disaster operations.	Staff Emergency Operations Center on around-the-clock basis. Request State agency head to position liaison personnel at the State Emergency Operations Center as applicable	Position liaison representative(s) at State Emergency Operations Center upon request. Mobilize personnel.	Staff Emergency Operations Center on around the-clock basis. Activate emergency operations organization. Urge individuals to evacuate from danger areas	Disseminate appropriate information to the public.	Mobilize Public Works engineering personnel and equipment Institute emergency procedures.	Mobilize emergency welfare personnel. Institute emergency procedures.	Mobilize Emergency Health Services personnel. Institute emergency procedures	Institute emergency procedures	Institute emergency procedures

* Actions will be taken as required for increased Readiness Sequence 1 if not previously accomplished.
* * * Actions will be taken as required for increased Readiness Sequences 1 and 2 if not previously accomplished.

Figure 1

APPENDIX 1 TO ANNEX C

VULNERABILITY ANALYSIS

INDEX TO HAZARDS

HAZARD	PAGE
TORNADOES, WINDSTORMS AND THUNDERSTORMS	C-3
FLOODS	C-6
SEVERE WINTER STORMS	C-9
OTHER HAZARDS	C-11
POLLUTION	C-11
PIPELINES	C-11
SUBSIDENCE	C-11
CIVIL DISORDER	C-12
DROUGHTS	C-12
LARGE SCALE FIRES	C-12
HAZARD ANALYSIS QUESTIONNAIRE	C-13

APPENDIX 1 TO ANNEX C

VULNERABILITY ANALYSIS

I TORNADOES, WINDSTORMS AND THUNDERSTORMS

A. Causes and Characteristics

1. Tornadoes, severe windstorms and thunderstorms are somewhat alike and many of the same prediction, warning systems and preparedness measures apply to all three.
2. Tornadoes are local violent storms of short duration. Their funnel-shaped clouds, rotating at velocities of up to 500 miles per hour, generally affect areas of from $\frac{1}{4}$ to $\frac{3}{4}$ of a mile wide and seldom more than 16 miles long. However, they have been known to travel over areas measuring up to 1 mile wide and 300 miles long. Weather conditions that produce tornadoes also manifest themselves as severe windstorms. To the observer, these storms are visible as a vortex, a whirlpool-like column of winds rotating about a hollow cavity in which centrifugal forces produce a partial vacuum. As condensation occurs around the vortex, a pale cloud appears — the tornado vortex. As the storm moves along the ground, this outer ring of rotating winds becomes dark with dust and debris, which eventually darken the entire funnel. The forward speed of tornadoes has been observed to range from almost no motion to 70 miles per hour. Tornado funnels appear as an extension of the dark, heavy cumulonimbus clouds of thunderstorms and stretch downward toward the ground. The dark funnel of a tornado can destroy solid buildings, make a deadly missile of a piece of straw, uproot large trees, and hurl people and animals for hundreds of yards. Tornadoes do their destructive work through the combined action of their strong rotary winds, flying debris, and the partial vacuum in the center of the vortex. As a tornado passes over a building, the winds twist and rip at the outside walls, while the reduced pressure in the tornado's eye causes explosive pressure difference between the inside and outside of the building. Walls collapse or topple outward, windows explode, and the resulting debris is driven through the air in a dangerous barrage.
3. Severe windstorms are fast-moving frontal passages and squall lines. Windstorm causes, characteristics and effects are similar to those of a tornado, except that they lack the extreme violent action and noticeable funnel.
 - a. The National Weather Service issues a high wind warning when winds are occurring or are expected to occur with speeds averaging 40 miles an hour or greater, or peak gusts of 55 miles an hour or greater and expected to persist for one hour or longer.
 - b. When high wind warnings are issued, precautions should be taken to secure all objects or structures which could be blown about or damaged by high winds.
4. Thunderstorms are small in area but severe storms which form several thousand feet above the earth's surface, usually during warm, humid, unsettled weather, and can form squall lines. Sometimes a series of two or more tornadoes is associated with a parent thunderstorm. As the thunderstorm or squall line moves, tornadoes may form at intervals along its path, travel for a few miles, and then dissipate.

B. Threat

The tornado season starts in Spring in the “Tornado Alley” locale of the Central Plains. Since 1953, an average of 628 tornadoes occurred annually over the United States with approximately half of them happening during April, May and June. The South-Central Plains states of Texas, Oklahoma, and Kansas experienced the greatest number, with Pennsylvania ranking in a three-way tie with Kentucky and Wyoming for 14th nationally. The first recorded tornado in Pennsylvania occurred August 10, 1854 in Bradford County and since that time, 235 verified tornadoes have been added to the list. While tornadoes can strike at any time of the day or night, the peak occurrence is in the late afternoon and early evening hours. Usually hail and rain accompany the storm; it is always spawned by a cumulonimbus, or thunderstorm, cloud.

C. Vulnerability

1. Warm moist Gulf of Mexico air penetrates eastward as the spring progresses and the peak temperature and air mass differential makes a similar eastward adjustment. Thus, while the tornado season reaches a spring “high” over the Central Plains, the lag in air mass movement results in the maximum being delayed until June in Pennsylvania. The frequency diagram (Figure 1) indicates a gradual spring buildup to a June maximum. Seasonally, peak tornado activity occurs in June in the South-Western Plateau, July in the Northwest Plateau and central portions of the Commonwealth, and August in the Southeast Piedmont. The pre-winter November peak noted on the frequency diagram (Figure 1), is a concentration to the lee of the mountains, primarily in the Southeastern Piedmont.
2. The Tornado Frequency Table (Table 1) reveals that the Southeastern Piedmont easily leads in tornadoes with 63, followed by the Northwest Plateau, the Southwest Plateau, and the Lower Susquehanna. Two thirds of the state’s total (9 of 14) occurred in the southeastern climatic divisions, the East-Central Mountains, the Southeast Piedmont (primary center), and the Lower Susquehanna. In the extreme northwest, Erie and Crawford counties mark the center of a second tornado maxima. Minimal tornado activity was noted in the mountain locations as expected since in many cases the lowlevel positive energy necessary for severe convective development is all but eliminated. In addition, the rugged mountain terrain and its associated turbulence tend to break up or dissipate many storms before they reach full potential and at the same time impede tornado development.
3. Tornado distribution by county is shown in Figure 2. Shaded counties are those with the highest tornado frequency. Three distinct areas again stand out, positioned within the earlier noted broad Climatological Division Boundaries (Figure 2). Tornado action is centered in Erie and Crawford counties within the Northwest Plateau; Westmoreland, Fayette, Allegheny, and Somerset counties in the Southwest Plateau; and York, Dauphin, Lancaster, Berks, Chester, Montgomery, Bucks, Philadelphia, Cumberland and Northampton counties in the Southeast.

D. Warning System

1. The Environmental Science Services Administration, Weather Bureau, Severe Local Storms Forecast Center in Kansas City, Missouri, now issues a tornado “Watch” when meteorological conditions exist that are conducive to tornado development. The “Watch” area is approximately 125 miles wide and 250 miles long although these dimensions are occasionally adjusted slightly to meet varying conditions. “Watches” are dispatched directly to the local Weather Bureau offices where times are changed to fit the local time zone and Pennsylvania counties affected by the alert are listed. These minor changes and additions are made quickly; and the finished product is then disseminated to the public-minded agencies. The “Watch” advises the public to be alert

to potential dangers for a specified area and period of time. Upon receipt of a "Watch," persons involved should continue normal activities but know where to go for shelter if a storm threatens.

2. A tornado "Warning" means that a tornado has been sighted or identified by radar. Persons in the path of the storm should take immediate shelter preferably in basements, underground excavations, or steel-framed or reinforced concrete buildings. People should stand with their backs against the wall toward which the tornado is approaching; and, in all cases, stay away from windows. In office buildings or factories, stand in interior hallways if no basement is available. In a home without a basement, take cover under heavy furniture in the center of the house and keep some windows open. House-trailers are extremely vulnerable, and people in these areas should take the same precautions as those in open country: either try to maintain a path at right angles away from the storm, or, if there is no time to escape, lie flat in the nearest depression such as a ditch, ravine, or culvert. In schools go to interior halls on lower or basement floor; in all cases avoid auditoriums or gymnasiums which have wide, free-span roofs.
3. The effectiveness of "Watches" and "Warnings" depends upon communications. Individuals must be notified in sufficient time for them to benefit. Those persons not listening to a radio or watching TV at the time of a "Watch" or "Warning" notice are at a great disadvantage. Therefore, everyone must be educated in what to do when a tornado watch or warning is issued and the action to be taken upon a tornado sighting.

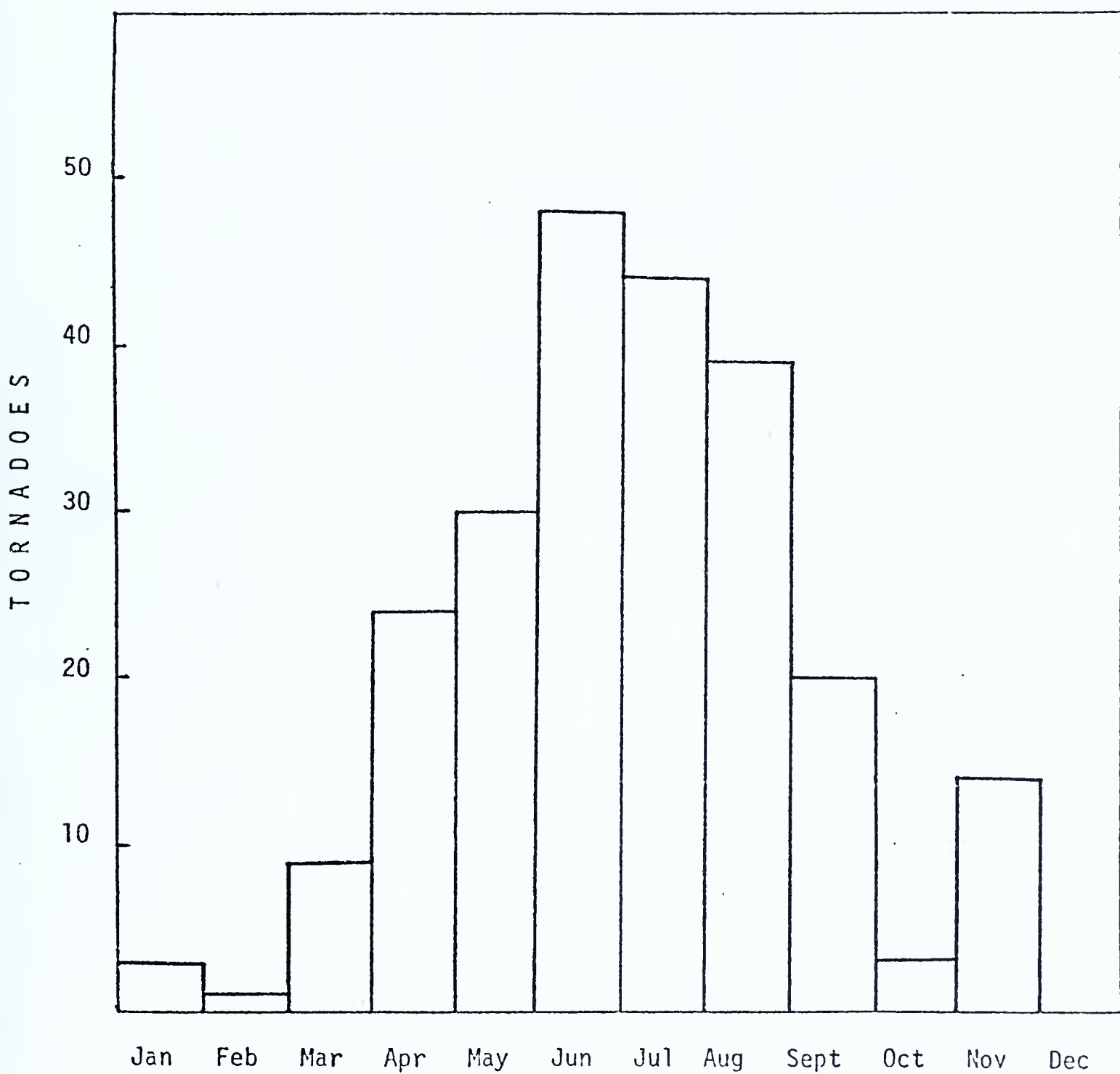


Figure 1

PENNSYLVANIA
TORNADO FREQUENCY 1854 - 1969

Table 1

TORNADOES BY MONTH AND CLIMATIC DIVISION (1854-1969)

Climatic Division	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Total per Square Mile $\times 10^{-3}$
Pocono Mountains	1	0	0	2	0	1	3	2	1	2	2	0	14	4
East-Central Mts.	0	1	0	1	3	2	2	1	1	0	1	0	12	6
Southeast Piedmont	1	0	3	7	8	10	11	14	4	1	6	0	65	13
Lower Susquehanna	0	0	2	4	3	5	7	3	1	0	2	0	27	10
Middle Susquehanna	0	0	2	1	0	1	5	2	2	0	0	0	13	3
Upper Susquehanna	0	0	0	3	0	2	1	1	3	0	0	0	10	2
Central Mountains	0	0	0	2	4	0	3	0	1	0	1	0	11	3
South-Central Mts.	0	0	0	0	2	2	0	0	0	0	0	0	4	1
Southwest Plateau	0	0	2	5	9	15	7	9	3	0	1	0	51	6
Northwest Plateau	1	0	0	0	3	9	13	5	4	0	2	0	37	5

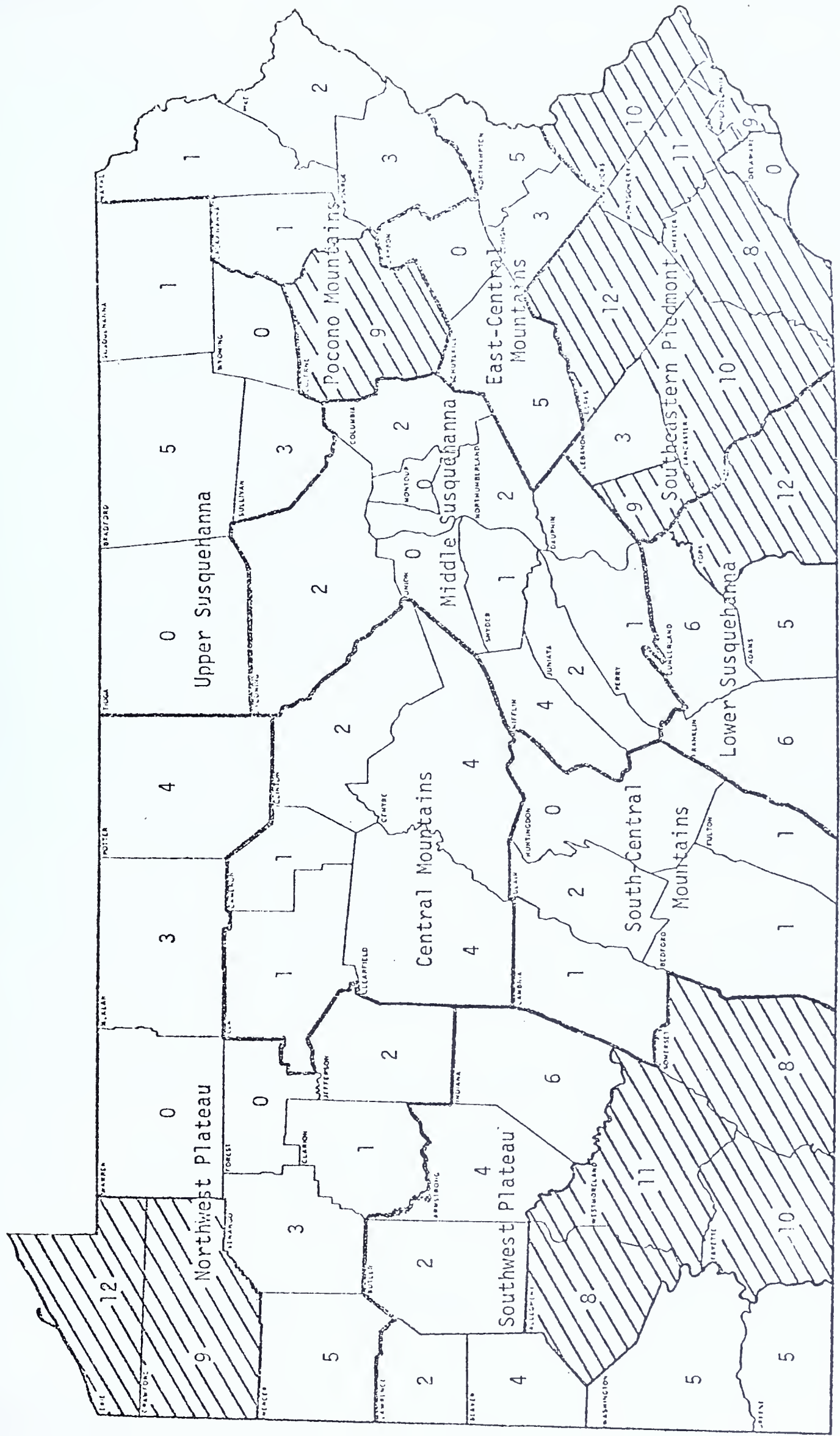


Figure 2
TORNADO FREQUENCY BY COUNTY 1854 - 1969

II. FLOODS

A. Causes and Characteristics

1. Floods are a continual threat along the rivers of the Commonwealth.
 - a. Seasonal Floods. From winter or spring rains and melting snow; from hurricanes during summer and fall; and from ice jams during late winter or spring. Floods occur when soil and vegetation cannot absorb falling rain or melting snow, and when water runs off the land in such quantities that it cannot be carried in normal stream channels or retained in natural ponds and manmade reservoirs.
 - b. Flash Floods. Sudden and devastating — the result of heavy precipitation or dam breaks.

B. Threat

1. No area of the United States is completely free from the threat of floods. On the average, each year, some 75,000 Americans are driven from their homes by floods; 90 persons are killed; and more than \$250 million worth of property is damaged or destroyed.
2. In Pennsylvania, floods continue to be the most frequent and damaging type of natural disaster suffered. Flood-prone areas are everywhere — not just in a few locations notorious for the largest floods of the past. (Figure 1) In addition, ice jams and water runoff hold significant potential for damage in many other places. (Figure 2)

C. Vulnerability

1. The greatest floods of record in the Commonwealth are:
 - a. 1889, Johnstown, earthwork dam failed. This disaster, involving high loss of life, was the center of flooding throughout a number of the nearby counties. Extensive flooding was also reported on the West Branch of the Susquehanna River, the Juniata River and the Ohio River.
 - b. 1903, Jeanette, earthwork dam failed.
 - c. 1904, Wilkes-Barre, flooding caused by huge ice gorge with 15-18 feet of solid ice.
 - d. 1911, Potter County, concrete dam failed. Towns of Austin and Costello entirely destroyed.
 - e. 1936, Central and Western Pa., heavy rains and snow runoff. Most extensive damage caused by a flood in the history of the Commonwealth to that date.
 - f. 1942, Delaware and Lackawanna Rivers and Susquehanna River Basin, heavy rains, 10 small dams failed. Also in May of 1942 the Allegheny and Clarion Rivers and the Sinnemahoning Creek overflowed their banks as a result of heavy cloud bursts in Cameron, Elk, McKean and Potter Counties.
 - g. 1946, Delaware and Susquehanna River Basin, heavy rains, flooding.
 - h. 1950, Pittsburgh River District, Delaware and Susquehanna River Basin, heavy rains; referred to as the "Deer Hunter's Flood."

- i. 1954, Statewide, Hurricane Hazel.
 - j. 1955, Delaware and Susquehanna River Basin, Hurricane Diane.
 - k. 1959, Allegheny and Susquehanna River Basin, ice jam flooding.
 - l. 1959, Pittston, Susquehanna River broke through into Knox Mine.
 - m. 1960, Eastern Pa., Hurricane Donna.
 - n. 1969, Delaware River Basin, heavy rains.
 - o. 1972, Statewide, Tropical Storm Agnes.
 - p. 1975, Central and Eastern Pa., Hurricane Eloise.
2. Every region of the Commonwealth is vulnerable to the threat of floods. Communities situated along the principal rivers and their tributaries are particularly susceptible. Figure 3 shows the flood stage for various communities.
 3. Floods may cause heavy property damage and continuing disruption of human activity. Schools and businesses may remain closed, with consequent detriment to education, industry, commerce and employment. Fields and pastures may lose productivity. Currents may silt up old channels and cut new ones, creating problems for navigation, or natural boundaries of rivers or flood plains may be altered, changing the pattern of future flooding.

D. Flood Control Measures

1. Methods of flood control include structural measures such as reservoirs, channel improvements, levees, and by-pass channels, used singly or in combination. Regulatory measures such as zoning, building codes, or encroachment limits are also effective means of flood control. Efforts to prevent flood damage are not always successful, primarily because of the continued and increased occupation and use of flood plain lands as urbanization spreads.
2. The Federal Government is conducting an accelerated flood control program for construction of recommended, authorized, and proposed flood control projects; and for the enactment and enforcement of regulatory measures to prevent indiscriminate encroachment of the flood plains in the future. The enclosed map (Figure 4) shows Flood Control Projects in the Commonwealth.

E. Flood Plain Information

1. Flood plain management is the operation, by a municipal government, of an overall program of corrective and preventive measures for reducing flood damage. These measures include, but are not limited to, emergency preparedness plans and any regulations aimed at the future use of the flood plain. Such regulations refer to specific local codes and ordinances which provide standards for locations and design of new development within flood-prone areas. Regulations are adopted in any manner legally enforceable for a particular community. They take the form of zoning, subdivision or building regulations, or a special purpose ordinance such as a flood plain ordinance.
2. Political jurisdictions that have been "identified" as a flood-plain community are those whose geographic location is subject to inundation by the base flood and for which the

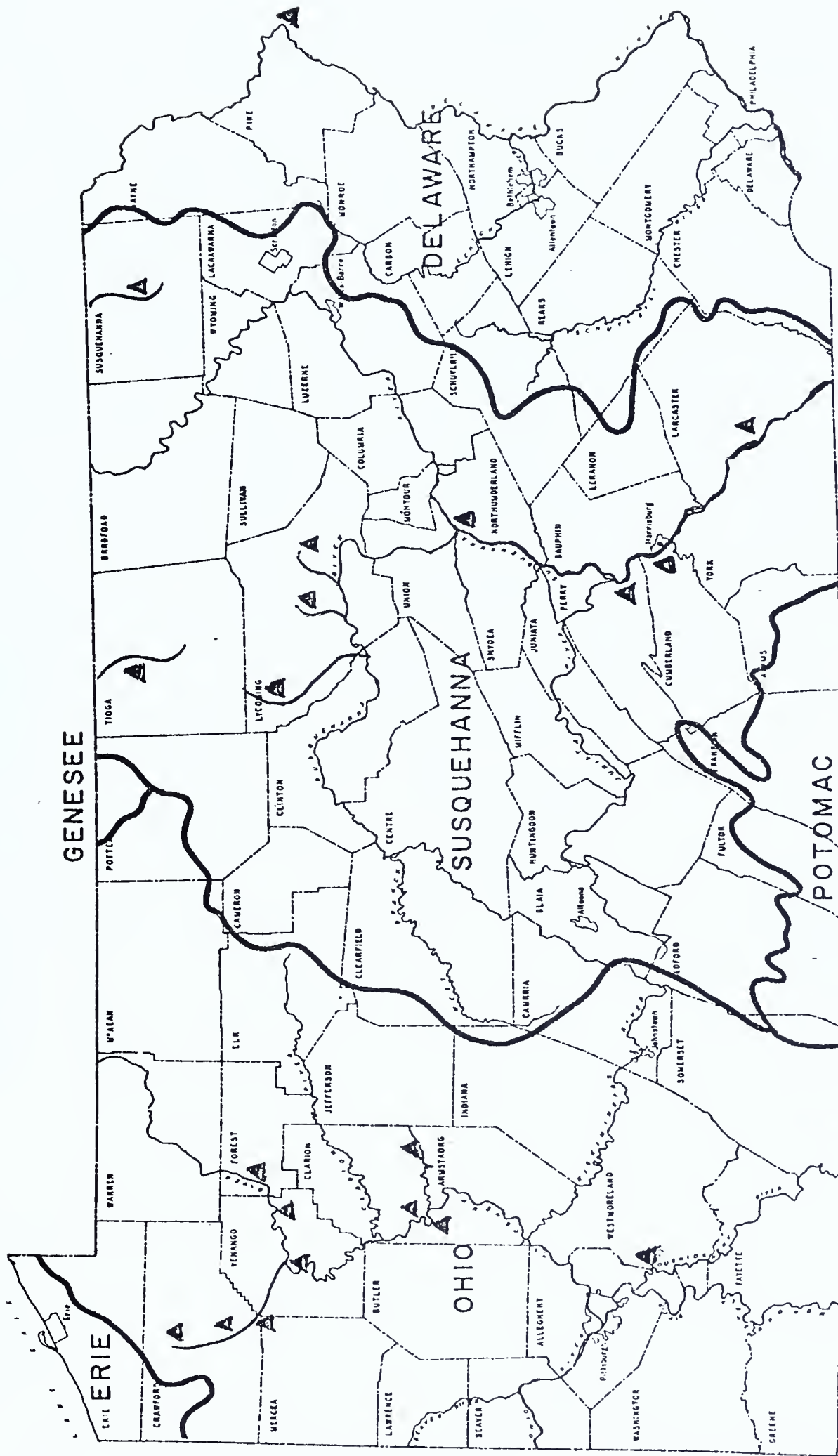
Federal Insurance Administration has published a map called a "Flood Hazard Boundary Map." This map delineates the areas subject to severe flooding.

3. The terms "base flood" or "100 year flood" are frequently used and misunderstood to mean floods which occur every 100 years. A base flood or 100 year flood refers to a flood that has one chance in one hundred of being equaled or exceeded in any given year. This standard is used by Federal agencies in the administration of programs as they relate to the flood plains.
4. Over 1900 political jurisdictions in the Commonwealth now participate in the National Flood Insurance Program. All communities that have flood problems and have the authority to adopt and administer flood plain management regulations may participate. The following points of contact are listed for communities desiring information concerning the National Flood Insurance Program.
 - a. Federal Insurance Administration, Region III
Curtis Building
Sixth and Walnut Streets
Philadelphia, Pa. 19106
Toll Free: [800]462-2870
 - b. State Coordinating Agency for Flood Insurance
Department of Community Affairs
South Office Building
Capitol Complex
Harrisburg, Pa. 17120
[717] 787-7400
Contact: Messrs. Bruce Hearn or Kery Wilson
 - c. National Flood Insurance Association Servicing Company for Pennsylvania
General Accident F & L Assurance Corp., LTD.
414 Walnut Street
Philadelphia, Pa. 19106
[215] 238-5512
Contact: Mr. James Fitzpatrick

ATTACHMENTS

- Figure 1 — Rivers and Streams Subject to Flooding
- Figure 2 — Ice Jam Locations
- Figure 3 — Pennsylvania Flood Control Projects
- Figure 4 — Flood Stage Chart

ICE JAM LOCATIONS



Locations Where Ice Jams Frequently Occur

River Basins

Figure 2

PENNSYLVANIA FLOOD CONTROL PROJECTS

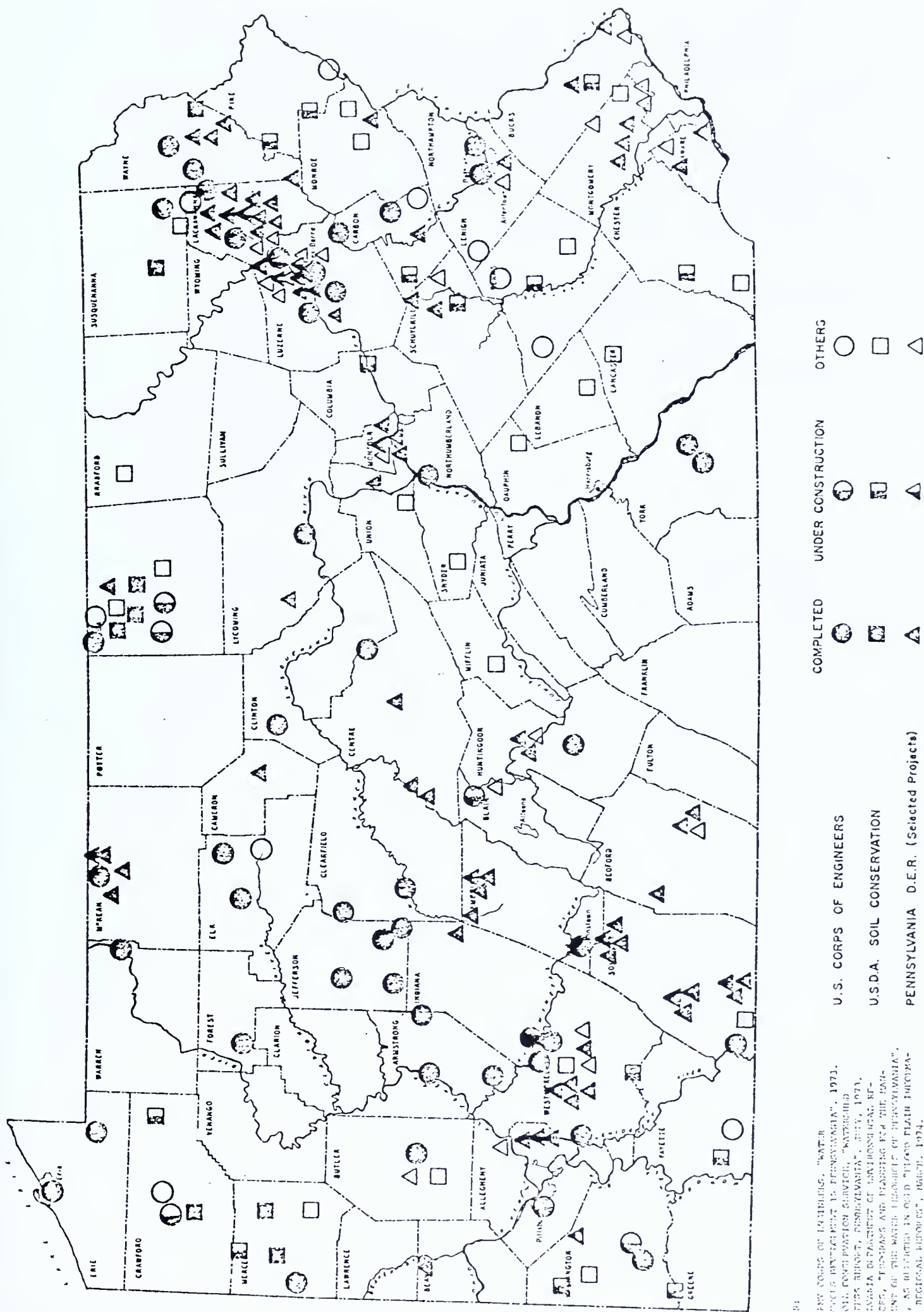


Figure 4

U.S. ARMY CORPS OF ENGINEERS, "WATER RESOURCES DEVELOPMENT IN PENNSYLVANIA", 1973.
U.S. ARMY CORP. OF ENGRS. "WATER-RESOURCES REPORT, PENNSYLVANIA", JULY, 1974.
PENNSYLVANIA DEPARTMENT OF ENVIRONMENTAL RESOURCES, "FISHING AND FISHING FOR THE MANAGEMENT OF THE WATER RESOURCES OF PENNSYLVANIA", 1974, AS REPRODUCED IN "OLD FLOOD PLAIN PROBLEMS REGIONAL REPORT", MARCH, 1974.
LIST OF STATE, FEDERAL, AND UNIVERSITY

in widespread damage, suffering, and extensive economic loss.

3. Although the average annual snowfall differs significantly in various regions of the Commonwealth, examination of records of major snow storms and blizzards indicate that every region of the Commonwealth is equally vulnerable to these storms.
4. The severity and frequency of major winter storms has remained fairly constant over the years. However, because of increased dependency on various modes of transportation and use of public utilities by private commercial and industrial users for light, heat and power, the disruption caused by these storms is much more significant today.

IV. OTHER HAZARDS

A. Situation

1. Vulnerability to other hazards is considered low in comparison to those for which an analysis has been made in this annex. However, officials should be aware of the risk these hazards pose for their community.
2. To assist in determining the degree of vulnerability to hazards present in their community, a "Hazard Analysis Questionnaire" is attached.

B. Hazards

1. Pollution

- a. Contamination of the environment has been a great concern of civic leaders in recent times. Upwards of 100 specific substances have been identified as pollutants. A contaminant is considered a "pollutant" only if it adversely affects something that man values and is present in high enough concentrations to do so. Contaminants are introduced by many natural phenomena — forest fires, volcanic eruption, collapsing river banks — as well as by nearly all human activities.
- b. Civil Defense directors and elected officials cannot be expected to formulate plans for every pollutant in their community. They can, however, keep informed as to the nature of the industries and the type of emissions that are released into the community.

2. Pipelines

- a. One million miles of gas pipelines lie stretched across the United States. Some are 3½ feet in diameter, others, like those in residences, only 3/8 inch. A number of these pipes have been in the ground 25-30 years and many a lot longer, and the action of the elements — soil, acidity, water, bacteria — has a deteriorating effect on them.
- b. The Office of Pipeline Safety reported that there were 693,163 gas leaks in 1972 — 1,293 of these leaks caused death, injuries, and damage to property. The primary hazard is from construction crews which caused forty-one percent of all gas accidents in 1972.

3. Subsistence

- a. Loosely-packed materials tend to compact and sink as time passes — this is evident by the way recently filled holes are mounded with soil to compensate for this settling. On a greater scale, buildings or homes built on poorly-packed land fills soon show signs of damage from this settling action.
- b. Land subsidence, if occurring slowly over a period of years, will hardly be noticeable except that, if in a field, water will tend to collect in these depressions and not run off. The land will become marshy and not fit for cultivation. Should buildings be built on this land, they will show foundation cracks and floors will slope to one side. Severe subsidence could cause the building to be condemned or it could possibly collapse. Gas mains and sewer lines may break and increase the hazard.

4. Civil Disorders

- a. Public demonstration or civil disturbance may develop slowly, allowing authorities to assess the problem, conduct negotiations with the organizers and arrange for control measures. On other occasions, violence may flare up with little advance notice resulting in assaults, arson, looting and destruction of property.
- b. Many and varying conditions lead to civil disorder; however, these conditions can usually be placed under four categories; social, economic, political and the absence or failure of constituted authority.
- c. Local officials in Pennsylvania possess adequate legal authority to cope with civil disorder of any magnitude, although they may be compelled by the force of events to seek State assistance to implement their existing authority. Such assistance, requested through the State Council of Civil Defense to the Governor, may be rendered by the State Police, the National Guard, or both.

5. Droughts

- a. While generally associated with semiarid and arid climates, drought can occur in areas that normally enjoy adequate rainfall and moisture levels. Regardless of its locus, prolonged and intense drought produces the same results: extensive crop failure, premature sales of livestock, shortage or disappearance of potable and industrial waters, and increases in the debt burdens of individual victims and governments in the affected areas.
- b. Attendant hazards of droughts are grass and forest fires which are in greater danger of starting in hot drought periods, and water to fight them which may be in short supply.

6. Large Scale Fires

- a. Man is responsible for 65 percent of all the forest and grass fires occurring throughout the United States. Arsonists and debris burners are responsible for 21 and 16 percent respectively. Loss of life, although not usually as high as in other disasters, is a too-frequent tragedy in most disaster type fires. Businesses may be forced to cease operations; communications and power lines are disrupted; and losses of private homes, timber and wildlife often occur.
- b. The same combination of factors that threaten the forests and grasses of the rural areas of Pennsylvania are magnified by the industrial and residential complexes of cities. Calls for assistance from neighboring fire services are being continually made from cities throughout the Commonwealth to help fight large scale fires in their communities.

V. HAZARD ANALYSIS QUESTIONNAIRE

Possible hazards that may exist in a community are listed below. More than one hazard may exist in one location and some hazards may be dependent on other hazards. As an example, bulk storage tanks of gasoline or propane gas may be located adjacent to a railroad. Other factors to consider are the density of population, the type of nearby structures, access to the area, drainage systems, etc. In other words, what is the potential of a hazard becoming a disaster?

Based upon this analysis, using the number 0 - 5, enter the degree to which a hazard might become a disaster in each blank. 0 - meaning not likely to happen and 5 - meaning it has happened before or is very likely to happen. The completed list will provide a means of comparing the potential of listed hazards.

I. NATURAL AND ENVIRONMENTAL

- _____ A. Earthquakes
- _____ B. Floods
- _____ C. Tornadoes
- _____ D. Blizzards or Very Heavy Snowstorms
- _____ E. Ice Storms
- _____ F. Landslides
- _____ G. Forest or Brush Fires
- _____ H. Land Subsidence (cave-ins)
- _____ I. Droughts
- _____ J. Severe Wind Storms

II. INDUSTRY

A. Fuel

- _____ 1. Gasoline Bulk Storage Tanks
- _____ 2. Propane Bulk Storage Tanks
- _____ 3. Underground Gas Storage (bed-rock)
- _____ 4. Underground Gas Mains
- _____ 5. Main Trunk Lines (Gasoline, Crude Oil, etc.)
- _____ 6. _____

B. Hazardous Chemical Factories and/or Storage

- _____ 1. Fireworks or Explosives
- _____ 2. Oxygen and Acetylene
- _____ 3. Poisonous Chemicals
- _____ 4. Compressed Gases
- _____ 5. Other _____

III. RADIATION

- _____ A. Nuclear Power Plants (within 50 miles)
- _____ B. Radioactive Waste Disposal Site Near-by
- _____ C. Nuclear Fuel Recovery Plant Near-by
- _____ D. Nuclear Research
- _____ E. Nuclear Fuel Processing Plants
- _____ F. Strategic Weapons (Missile Station or Storage)
- _____ G. Commercial Users (Hospitals)
- _____ H. Other _____

IV. MEDICAL/HEALTH

- _____ A. Extreme Smog
- _____ B. Epidemic
- _____ C. Water Pollution
- _____ D. Mass Poisoning
- _____ E. Rodents
- _____ F. Other _____

V. DOMESTIC

- _____ A. Power Failures
- _____ B. Water Shortage
- _____ C. Fuel Shortage

- _____ D. Food Shortage
- _____ E. Civil Disturbances
- _____ F. Large Fires
- _____ G. Other _____

VI. TRANSIT HAZARDS

- _____ A. Railroads
- _____ B. Highways
- _____ C. Airports or Flyways
- _____ D. Freight Terminals
- _____ E. River Barges

ANNEX F
Hazardous Materials

ANNEX G
Training

ANNEX H
Communications

ANNEX D
Damage Assessment

ANNEX E
Nuclear Incidents

COMMONWEALTH OF PENNSYLVANIA DISASTER OPERATIONS PLAN

ANNEX D

DAMAGE ASSESSMENT

I. PURPOSE

To establish procedures for the assessment and reporting of damage to public and private property resulting from disasters.

II. SCOPE

- A. Includes damage assessment responsibilities of governmental officials immediately following a disaster.
- B. Provides a system for reporting information regarding types of damage which occurred during an emergency to appropriate officials or agencies.
- C. This plan does not cover the damage survey phase involved in Project Applications for Federal Assistance after a Presidential Declaration.

III. DEFINITIONS

- A. Disaster – Any hurricane, tornado, storm, flood, high water, wind-driven water, earthquake, landslide, mudslide, snowstorm, drought, fire, or other catastrophe, resulting in damage, hardship, suffering, or possible loss of life.
- B. Governor's Proclamation – The Governor is empowered to proclaim the existence of a state of "extreme emergency". The proclamation authorizes political subdivisions to exercise vested powers without regard to time-consuming procedures and formalities prescribed by law (excepting mandatory constitutional requirements). These powers pertain to the performance of public works, entering into contracts, the incurring of obligations, the employment of temporary workers, the rental of equipment, the purchase of supplies and materials, the levying of taxes, and the appropriation and expenditures of public funds.
- C. Emergency – Under the provisions of PL 93-288, any disaster which requires Federal emergency assistance to supplement State and local efforts to save lives and protect property, public health or safety, or to avert or lessen the threat of a major disaster.
- D. Major Disaster – Under the provisions of PL 93-288, any disaster which, in the determination of the President, causes damage of sufficient severity and magnitude to warrant major disaster assistance above and beyond emergency services by the Federal Government to supplement the efforts and available resources of the State and local governments and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.

- E. Damage Assessment — A systematic analysis of the nature of damage to public and private property which estimates the extent of such damage based upon actual observations and inspections. It is performed on an urgent basis to provide an initial estimate of damage.

IV. SITUATION

When a disaster occurs of such magnitude that it could result in a Presidential Declaration, a damage assessment of public and private property will be required for each affected local political subdivision to determine the extent of that damage. This information will provide a basis for:

- A. The determination of actions necessary, the establishment of priorities among essential actions, and the allocation of State, county, and local government resources in the disaster area during the early stages of the recovery effort.
- B. The Governor's decision whether to:
1. Proclaim an Extreme Emergency in the State.
 2. Request assistance from Federal agencies under statutory authority in other than a Presidentially declared Emergency or Major Disaster.
 3. Request a Presidential Declaration of Emergency or Major Disaster as provided for under PL 93-288.

V. CONCEPT OF OPERATIONS

- A. Damage assessment is the responsibility of county and local government. The collecting of data and the preparation of damage assessment reports for each county is the responsibility of the County Commissioners and local elected officials. The collected data will be provided to the County Civil Defense Director who will prepare a report which is submitted to the appropriate Civil Defense Area Director. The Civil Defense Area Director will submit the damage assessment reports by county to the State Damage Assessment Coordinator using the format at Appendix 1. Damage assessment should be initiated as soon as the disaster damage has reached a peak and can be estimated with a reasonable degree of accuracy. It should be conducted separately from life saving and property protection operations. Damage assessment methods include aerial inspection and drive-through (windshield) survey. Photo interpretation may be an ancillary method.
- B. Damage will be assessed by pre-arranged teams, using local resource people. In this connection, U. S. Department of Agriculture County Emergency Boards routinely gather information on damage to farm residences, buildings, crops, livestock, etc., which they forward through channels to the U. S. Department of Agriculture. Local Red Cross can assist particularly in casualty information and in determination of requirements for shelter and housing and other needs of the people. To eliminate duplication of effort, the capabilities of these organizations should be integrated into county plans for collection of damage assessment information. If the magnitude and severity of the damage requires, damage assessment assistance to county governments may be requested through the Director of the respective Civil Defense Area Headquarters who will coordinate that request with the State Damage Assessment Coordinator. The State Damage Assessment Coordinator can request professional and technical personnel be provided by agencies listed in paragraph VI B 3 to operate as State Damage Assessment Teams.
- C. The Governor may choose to request Federal aid. The President, as the result of the Governor's request, may declare a Major Disaster which will result in Federal aid to designated counties. Only after a Presidential Declaration will joint Federal-State survey teams inspect the damage on

a scheduled basis to verify the damage assessment data and determine the exact amount of damage. (See Disaster Recovery Plan).

VI. RESPONSIBILITIES

A. State Council of Civil Defense:

1. The State Council of Civil Defense has overall responsibility for the coordination of damage assessment for the Commonwealth of Pennsylvania.
2. The Director of Civil Defense is responsible for making recommendations to the Governor concerning submission of a request for a Presidential Declaration.
3. When, in the opinion of the Governor, a Presidential Declaration is warranted under Section 301 of PL 93-288, it is the responsibility of the Director of Civil Defense to prepare the recommendation letter.
4. The Deputy Director of the State Council of Civil Defense is designated as the State Damage Assessment Coordinator and shall be responsible for consolidation of damage assessment reports, preparation of the State Damage Assessment Report, and, if necessary, the formation of any State Damage Assessment Teams. The State Damage Assessment Coordinator may, in consonance with Management Directive 720.1, task appropriate State Agencies to provide experienced personnel to conduct damage assessment. This assignment is either on individual basis to document damage and correlate damage reports from other sources, or to be a member of a State Damage Assessment Team to assist county and local governments in assessing and classifying damage by category as required by Appendix 1.
5. Members of a State Damage Assessment Team shall operate under the control of the State Damage Assessment Coordinator in accordance with the following guidelines:
 - a. Adequacy of representation should be assured.
 - b. Assist county governments in conducting damage assessments and preparing the Damage Assessment Report.
 - c. Maintain liaison with parent agency and/or Emergency Representative to the State Emergency Operations Center to avoid duplication of damage assessments conducted by respective agency.
6. The State Council of Civil Defense will assist county and local governments in training in the preparation of damage assessment reports.

B. State Agencies:

1. Coordination and support of the damage assessment functions at the State level will be accomplished by assistance from all State agencies tasked by Management Directive 720.1.
2. Each agency will report damage to State owned properties under its cognizance in the format of Appendix 1 and by the schedule presented in this Annex.
3. The following agencies will maintain a list of available persons for use with State Assessment Teams who are capable of assessing the type of damage identified below:

- a. The Department of Agriculture in assessing farm and agricultural damage.
 - b. The Department of Community Affairs in assessing damage to community redevelopment and recreational facilities.
 - c. The Department of Environmental Resources in assessing damage to State-owned flood control, forests, park and recreational facilities and to public water supply and sewage disposal systems and facilities.
 - d. The Department of Transportation in assessing damage to State, Federal-aid and other highway systems and facilities, and damage to key air, rail and bus transportation systems and facilities.
- C. Area Headquarters, State Council and Civil Defense:
1. Review and verify information received from counties in the disaster area.
 2. Forward damage assessment reports, by county, to the State Civil Defense Headquarters in the format shown in Appendix 1.
- D. County Civil Defense Directors:
1. Prepare standard operating procedures to accomplish the damage assessment responsibilities promulgated in this plan.
 2. Establish a damage assessment capability as an integral part of the county emergency organization.
 3. Coordinate with the County Commissioners the assessment of damage to public and private property. Gather information on the number of casualties, homeless persons, mass care requirements, and county/local expenditures and obligations for emergency public assistance.
 4. Consolidate damage assessment reports from the political subdivisions within the county. Prepare initial and update damage assessment reports in the format outlined in Appendix 1 of this plan.
 5. After approval by the County Commissioners, forward the consolidated report to the respective civil defense Area Headquarters.
 6. Maintain a record of reports of damage assessments.
 7. Documentation of damage including photographs and sketches should also be retained.
 8. Request from the appropriate Civil Defense Area Headquarters additional or specialized assistance if needed by the county to carry out these responsibilities.
- E. County Commissioners:
1. Collect damage assessment data according to the type of damage outlined in Appendix 1.
 2. In coordination with the County Civil Defense Director, organize and train damage assessment teams. The following is a suggested source list for team membership:

- a. City/County Engineers
- b. Personnel of Utility Companies
- c. Police and Fire Officials
- d. County Agricultural Agents
- e. County Health Officials
- f. Red Cross Officials
- g. Tax Officials
- h. Building Inspectors
- i. Real Estate Appraisers
- j. Contractors
- k. Professional Engineering Associations

3. Establish an agreement with local elected officials toward a cooperative effort in the collection of damage assessment data. Coordinate the effort outlined in that agreement during the collection of data.

F. Local Elected Officials:

Assist the County Commissioners in the collection of damage assessment data as outlined in their agreement with the Commissioners.

VII DAMAGE ASSESSMENT REPORTS

- A. Initial Reporting — The Damage Assessment Report should be transmitted by teletype with telephone as the secondary means of transmission, following the format at Appendix 1. It should be made concurrent with ongoing emergency operations. When called for by the State Civil Defense Director it will be submitted by the County Director to the Civil Defense Area Headquarters. The report will be reviewed at the Area Civil Defense EOC and forwarded by County to the State Civil Defense Director. The report should include basic elements of: what, where, and how much.
- B. Report Updates — Reports will be updated if additional damage information becomes available. Update Reports will reflect major changes or additions to the original Damage Assessment Report. Updating should cite initial reference reports showing message number or time/date identification.
- C. Report Information — As shown in Appendix 1, damage assessment reports of property damages in total numbers, by county, are required. Total dollar losses in terms of current replacement or repair costs and the uninsured portions of the dollar loss are also needed. These dollar amounts will be the best estimates for the total of each type of property. Note that overall cost estimates by category are required.
- D. Report Forms —
 1. Damage assessment reports will be compiled and submitted in the form provided in Appendix 1. This form is designed to meet Federal requirements and to facilitate rapid consolidation at the Area and State levels.
 2. Damage Assessment forms may be requested from the State Council of Civil Defense or be reproduced locally.

APPENDICES

1. Damage Assessment Report

Commonwealth of Pennsylvania
State Council of Civil Defense

DAMAGE ASSESSMENT REPORT

County _____

Type of Disaster _____

Date of Report _____

SECTION I - PUBLIC DAMAGE

Line No.	Category	TYPE OF DAMAGE	ESTIMATED COST TO REPAIR OR REPLACE
I-1	A	DEBRIS CLEARANCE (Public Property and Streams)	
I-2	B	PROTECTIVE MEASURES (Life and Safety, Health, Property, Stream/Drainage Channels)	
I-3	D	WATER CONTROL FACILITIES (Dikes, Levees, Dams, Drainage, Drainage Channels, and Irrigation Works)	
I-4	E	PUBLIC BUILDINGS AND EQUIPMENT (Buildings, Supplies, Inventory, Vehicles, Equipment, Transportation Systems, Higher Educational Facilities)	
I-5	F	PUBLIC UTILITY SYSTEMS (Water, Storm Drainage, Sanitary Sewerage, Light/Power)	
I-6	G	FACILITIES UNDER CONSTRUCTION (Public and Private Non-profit Facilities)	
I-7	H	PRIVATE NON-PROFIT FACILITIES (Educational, Medical, Emergency, Custodial Care, Utility, etc.)	
I-8	I	OTHER (Park and Recreational Facilities)	
TOTAL PUBLIC DAMAGE			

COMMONWEALTH OF PENNSYLVANIA
STATE COUNCIL OF CIVIL DEFENSE

DAMAGE ASSESSMENT REPORT

SECTION II - PRIVATE DAMAGE

LINE NO.	TYPE OF DAMAGE	ESTIMATED COST TO REPAIR OR REPLACE
II-1	AGRICULTURE (Farm Buildings, Livestock, Poultry, Equipment and Machinery, Crops, Farmland, Fences, Timberland)	
II-2	BUSINESS AND INDUSTRY (Buildings, Stock, Equipment, Vehicles and Private Utilities)	
II-3	RESIDENCES (Buildings, Furnishings, Clothes, Appliances)	
II-4	PRIVATE VEHICLES	
II-5	OTHER PRIVATE PROPERTY	
TOTAL PRIVATE DAMAGE		

SECTION III - SUMMARY OF CASUALTIES

Line No.	TYPE OF CASUALTY	NUMBER
III-1	DEAD	
III-2	MISSING	
III-3	HOSPITALIZED	
III-4	EVACUATED	
III-5	FAMILIES REQUIRING TEMPORARY HOUSING	
III-6	FARMERS AFFECTED	
III-7	ESTIMATED NUMBER OF INDIVIDUALS AND FAMILIES WHO HAVE SERIOUS NEEDS OR NECESSARY EXPENSES WHICH WILL NOT BE MET BY OTHER GOVERNMENTAL MEANS	
III-8	UNEMPLOYED AS A RESULT OF THE DISASTER	
III-9	PEOPLE HAVING TROUBLE GETTING FOOD OR PREPARING AVAILABLE FOOD	

COMMONWEALTH OF PENNSYLVANIA
STATE COUNCIL OF CIVIL DEFENSE

DAMAGE ASSESSMENT REPORT

SECTION IV - ROADS AND BRIDGES
(SEE NOTE 1)

LINE NO.	PROPERTY CLASSIFICATION	CATEGORIES	UNIT	ESTIMATED COST TO REPAIR OR REPLACE
IV-1	<u>ROAD SYSTEMS</u> ROADWAY DAMAGE	DAMAGED	MILES	
IV-2	SHOULDER DAMAGE	DAMAGED	MILES	
IV-3	ROADWAY WASHOUTS (DO NOT INCLUDE BRIDGE APPROACHES)	DAMAGED	NO.	
IV-4	<u>BRIDGES</u>	DAMAGED DESTROYED	NO. NO.	
IV-5	<u>SLIDES</u>		NO.	
		TOTAL ROADS AND BRIDGES DAMAGED		

NOTE 1. Counties will report only on local and county roads and bridges.

COMMONWEALTH OF PENNSYLVANIA
DISASTER OPERATIONS PLAN

ANNEX E

NUCLEAR INCIDENTS
(FIXED FACILITY)

I. PURPOSE

- A. To establish policies and procedures for emergency response to peacetime fixed facility nuclear incidents occurring within the Commonwealth.
- B. To assign responsibilities to State agencies, county and local governments, and quasi-public and private organizations which can be expected to respond to a fixed facility nuclear incident.

II. SCOPE

- A. Provides procedures for warning the public of fixed nuclear facility incidents resulting from human error, equipment failure, sabotage, natural phenomena and man-made impacts (air crashes, explosions, etc.) and of actions to be taken where public health and safety is threatened.
- B. Provides a basis for county and local planners to prepare emergency response plans.
- C. Defines responsibilities of State, county and local governments and pertinent quasi-public and private emergency organizations.

III. SITUATION

- A. A peacetime nuclear incident includes situations ranging from uncontrolled release of a small quantity of radioactive material with no casualties or damage, through incidents of widespread contamination, to incidents where there is widespread dissemination of radioactive material which could result in heavy casualties and extensive property damage.
- B. The Commonwealth of Pennsylvania is vulnerable to nuclear incidents from the following sources:
 - 1. Major highways through transportation accident. (See Annex F, Hazardous Materials)
 - 2. Nuclear power generating stations through malfunction or accident:
 - a. Three Mile Island Power Station, Dauphin County.
 - b. Beaver Valley Power Station, Beaver County.

- c. Shippingport Power Station, Beaver County.
 - d. Peach Bottom Power Station, Lancaster County.
 - e. Susquehanna Steam Electric Station, Luzerne County (1980).
 - f. Limerick Generating Station, Montgomery County (1981).
3. Nuclear fuel fabrication facilities:
- a. Westinghouse Cheswick, Westmoreland County.
 - b. Babcock and Wilcox, Armstrong County.
- C. The warning time before a nuclear incident may vary from none to hours or days. However, for most incidents, there will be very little warning time.
- D. An incident may result in the unplanned discharge of significant quantities of radioactive material to surface water, or to the atmosphere, or to both water and air environments.
- E. Areas could become contaminated or threatened by fallout, requiring the population to seek protection in shelters or to be evacuated.

IV. DEFINITIONS

Categories of nuclear incidents:

- A. Category I — An incident leading to a facility request for conventional offsite emergency services such as fire or rescue, but which does not require action for the protection of the public at large.
- B. Category II — An incident which constitutes a potential for the release of radioactive materials to off-site areas in quantities which may require action for the protection of the public at large.
- C. Category III — An incident which constitutes an imminent threat to offsite areas so as to require immediate action for the protection of the public at large.
- D. Category IV — The post-Category III environment requiring long-range recovery and rehabilitation of the affected area.

V. CONCEPT OF OPERATIONS

- A. County and local governments have primary responsibility for responding to a nuclear incident and will provide the initial response to the incident.
- B. The State government will provide assistance and guidance to the county and local governments.
- C. The State Council of Civil Defense will provide overall coordination of emergency planning and operational response to a nuclear incident.
- D. State and Federal assistance will be provided where local resources are inadequate to cope with the situation.

- E. The Federal government will provide assistance upon request by the Governor.
- F. During peacetime the Bureau of Radiological Health, Department of Environmental Resources will determine levels of radiation in the environment and recommend emergency measures to protect the public from exposure.
- G. Appendix 1 provides the notification channels for response to nuclear incidents.
- H. Appendix 2 provides a list of selected references relating to emergency planning and response to nuclear incidents.

VI RESPONSIBILITIES

A. County Civil Defense/Local Government Civil Defense

- 1. Coordination with Local Authorities
- 2. React to initial Notification by Facility Management
- 3. Alert and Warning of Local Population
- 4. Emergency Services
- 5. Situation Analysis

B. Bureau of Radiological Health (DER)

- 1. Radiological Monitoring
- 2. Accident Assessment
- 3. Recommendation of Protective Actions
- 4. Recommendations for Protection of Potable Water and Food
- 5. Recommendations for Recovery and Reentry

C. State Council of Civil Defense

- 1. Issue Planning Guidance
- 2. Coordination of State Response to nuclear incidents
- 3. Maintain Emergency Communications Facility
- 4. Operate State Emergency Operations Center
- 5. Emergency Public Information
- 6. Notification of Federal Authorities
- 7. Coordination of State Agencies and Departments

D. Pennsylvania State Police

- 1. Maintenance of Law and Order

2. Search and Rescue
 3. Traffic Control
 4. Area Isolation/Quarantine
 5. Evacuation
 6. Control of Reentry
- E. Department of Military Affairs
1. Search and Rescue
 2. Traffic Control
 3. Evacuation
 4. Control of Reentry
 5. Emergency Transportation
 6. Aircraft for Aerial Monitoring
 7. Installation Security
- F. Department of Justice
1. Legal Counsel to Governor
 2. Negotiations with Terrorists
- G. Department of Transportation
1. Assist in Direction of Traffic Flow
 2. Clearance of Roads and Highways
- H. Department of Health
1. Emergency Medical Care
 2. Identification of Dead, and Mortuary Services

VII STATE ASSISTANCE

A. Bureau of Radiological Health (DER)

Fifth Floor, Fulton Building
3rd & Locust Streets
Harrisburg, PA 17101
Telephone: 717-787-2480

Provides technical guidance and direction in an emergency where the public is, or may be, exposed to nuclear radiation.

B. State Council of Civil Defense

Transportation and Safety Building
Harrisburg, Pa. 17120
Telephone: 717-783-8150

Coordinates all State departments and various Federal agencies in efforts to reduce or eliminate the threat of a nuclear incident.

VIII. FEDERAL ASSISTANCE

A. U. S. Energy Research and Development Administration (ERDA)

Regional Coordinating Office for Radiological Assistance
Brookhaven Area Office
Upton, Long Island, New York 11973
Telephone: 516-345-2200

ERDA makes available from its resources radiological advice and assistance to minimize injury to people, to minimize loss of property, to cope with radiological hazards, and to protect public health and safety. ERDA serves to coordinate other Federal agencies.

B. U. S. Nuclear Regulatory Commission (NRC)

Regional Office
631 Park Avenue
King of Prussia, Pa. 19406
Telephone: 215-337-1150

Responsible for collecting and evaluating the facts attending accidental release of radioactive material from a licensed nuclear facility. NRC can provide a significant manpower resource in the event of serious radiological incidents.

C. First U. S. Army

Department of Defense (DOD)
Ft. George G. Meade, Md.
Telephone: 301-677-6535

Army Nuclear Incident Control Teams and Explosive Ordinance Disposal Teams to aid and protect personnel and equipment. Army has primary command responsibility for control of incidents of such scope as to constitute a domestic emergency.

D. The Federal Preparedness Agency (FPA)

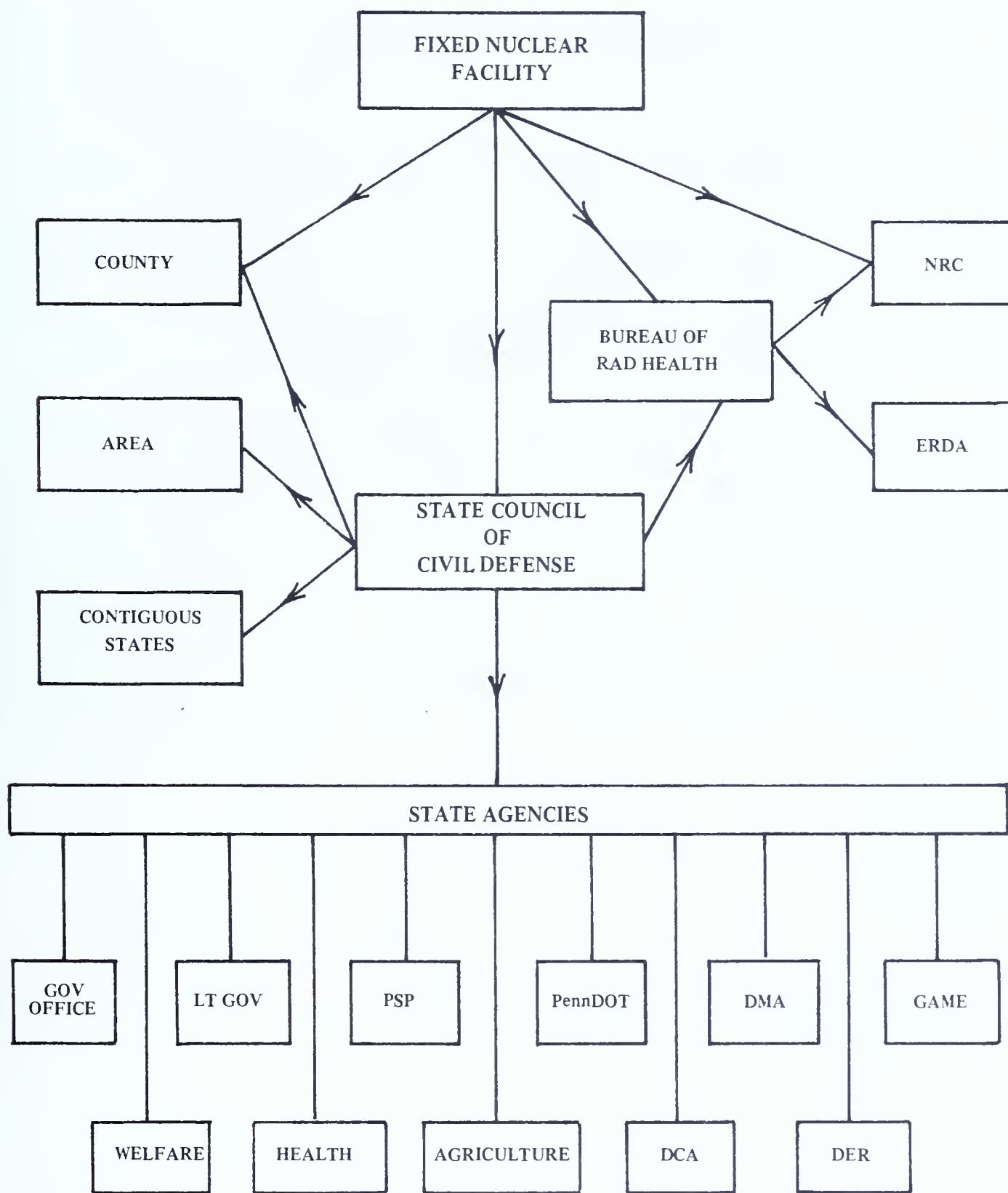
Region 3, Room 7248
600 Arch Street
Philadelphia, Pa. 19106
Telephone: 215-597-3980

FPA is responsible for general monitorship of radiological emergency response planning and training. Facilitates State contacts with NRC, ERDA and DOD.

APPENDICES

- 1 – Organization for Response to Nuclear Incident
- 2 – Nuclear Incident References

NOTIFICATION CHANNELS



*NRC – Nuclear Regulatory Commission

*ERDA – Energy Research and Development Administration

APPENDIX 2

ANNEX E

NUCLEAR INCIDENT REFERENCES

- A. Manual of Protective Action Guides and Protective Actions for Nuclear Incidents EPA-520/1-75-001, October 1975, U.S. Environmental Protection Agency.
- B. Energy Research & Development Administration Radiological Assistance Plan ERDA-60, July 1975, U.S. Energy Research and Development Administration.
- C. A Review of the Department of Transportation (DOT) Regulations for Transportation of Radioactive Materials, December 1972 (REVISED 8-74) Department of Transportation, Office of the Secretary, Office of Hazardous Materials, Washington, D.C.
- D. Guide and Checklist for Development and Evaluation of State and Local Government Radiological Emergency Response Plans in Support of Fixed Nuclear Facilities NUREG-75/111 (Reprint of WASH-1293 Revision No. 1, 12-01-74), U. S. Nuclear Regulatory Commission, Office of International and State Programs.
- E. Nuclear Facility Accidents, p. 73, to CPG 1-6, July 1972, Defense Civil Preparedness Agency.
- F. Peacetime Radiological Incidents, Federal Civil Defense Guide, Part E, Chapter 5, Appendix 10.
- G. Emergency Handling of Radiation Accident Cases, U. S. Atomic Energy Commission.

ANNEX F
Hazardous Materials

ANNEX G
Training

ANNEX H
Communications

ANNEX I
Warning

ANNEX J
Increased Readiness

COMMONWEALTH OF PENNSYLVANIA DISASTER OPERATIONS PLAN

ANNEX F

HAZARDOUS MATERIALS

I REFERENCES

- A. Pamphlet "Hazardous Materials – Emergency Action Guide" 1976, U.S. Department of Transportation.
- B. "Hazardous Substances Transportation Act" Act No. 323 approved November 9, 1965, as amended by Act No. 111; approved May 5, 1970; as amended by Act No. 82, approved May 26, 1972.
- C. "Railroad Regulations", Pennsylvania Public Utilities Commission, adopted May 24, 1946; revised March 27, 1976.

II SITUATION

- A. Due to its extensive ground, air and water transportation network the Commonwealth is susceptible to the threat of a major accident or incident involving hazardous materials.
- B. The unusual chemical nature of hazardous materials poses a severe threat to emergency service personnel called to the scene of an accident. Additionally, if such an accident occurred in a densely populated area, many individuals could be threatened.
- C. The volume of traffic of these materials by all modes of transport is increasing.
- D. Advancing technology is adding more substances to the list of materials each year.
- E. There exist many items which in their normal state pose no particular threat to any of the areas of concern. But if two or more of these non-threatening items are combined, the new chemical composition which is formed may produce a disastrous effect.
- F. Responsibilities for technical assistance in the handling of hazardous materials incidents are not centralized within one Commonwealth agency.
- G. The fact that an accident or incident does involve hazardous materials may not be immediately identifiable.
- H. An accident suspected of involving hazardous materials requires extreme caution.

III DEFINITIONS

- A. Hazardous Materials – a flammable liquid, flammable solid, oxidizing substance, corrosive liquid, compressed gas, poisonous substance, radioactive substance, explosive, molten metal, or similar substance which the State Hazardous Substance Transportation Board may

declare as a hazardous substance. (Radioactive substances are covered in detail in other Annexes)

- B. CHEMTREC — The Chemical Transportation Emergency Center, District of Columbia, provides technical advice on a 24 hour basis on safe handling procedures in the event of an emergency involving any chemical. The center is maintained by the Manufactures Chemists Association.

IV ASSUMPTIONS

- A. An accident or incident involving hazardous materials could occur without warning at any time or in any place in Pennsylvania.
- B. In addition to the initial impact an accident or incident would create, there exists the potential for an escalating disaster because of inherent characteristics of the substances involved.
- C. Response to the initial impact of any occurrence would normally be by police and fire suppression services.
- D. Actions to lessen the effects of such an accident or incident will be conducted as soon as possible by emergency services of the political subdivision in which the incident occurs, as well as by representatives of the carrier and the shipper.
- E. County and Local Civil Defense Directors are capable of receiving notification through emergency services reporting systems (fire, police) in the event of an incident involving hazardous materials.
- F. State assistance will complement local efforts.
- G. Carriers are required by law to know emergency procedures in the event of incident or accident involving hazardous materials.
- H. Packages, vehicles, rail cars and aircraft are marked according to Federal and State regulations to identify hazardous materials.

V CONCEPT OF OPERATIONS

A. General

Any accident or incident involving a marked vehicle must be approached with caution. Any accident of an unmarked vehicle involving the release of gasses or fluids must be approached with caution to determine whether hazardous materials are involved. Coordinators of emergency services (fire, police, civil defense) will be familiar with Reference A and will be prepared to respond to the initial impact of any incident.

B. Highway

1. The Hazardous Substances Transportation Board distributes a phone number card (Appendix 1) which identifies placards, and the Board's and the PA State Police phone numbers. This card is distributed to all State and local police and fire units. The Board maintains an answering service for 24 hour operation.
2. State Police receive training in rules, regulations and reporting procedures for hazardous materials incidents.

3. Many fire units receive training in handling of hazardous materials.
4. The existence of CHEMTREC is publicized with all emergency services.
5. If hazardous substances are involved in an emergency, the emergency services controlling the operations (PA State Police) takes precautionary safety measures. PA State Police then notifies the Hazardous Substance Transportation Board.
6. The Hazardous Substance Transportation Board issues technical advice. If deemed necessary by the Board it will dispatch a field agent for technical assistance. Field agents are assigned areas according to Appendix 2. The Hazardous Substance Transportation Board field agent, after identifying the degree and type of potential dangers involved in an incident contacts the appropriate State Agency for technical or operational assistance. In the event the situation calls for assistance in coordination of emergency services he will contact the State Council of Civil Defense.
7. Technical advice may also be provided by CHEMTREC upon request.

C. Rail

1. In the event of any rail accident or incident within the Commonwealth, the involved railroad (carrier) will notify the Public Utility Commission. The PUC maintains a 24 hour call list with railroad carriers. See Appendix 3.
2. If the incident involves hazardous substances the PUC representative will inform the Hazardous Substances Transportation Board, the State Council of Civil Defense and the Department of Environmental Resources.

D. Air

1. Federal Aviation Administration controls the inter-state air transportation of hazardous materials.
2. Incidents involving hazardous materials aboard an aircraft on the ground are responded to by the airfield fire fighting personnel.

VI RESPONSIBILITIES

A. Department of Transportation

1. Highway

The Hazardous Substances Transportation Board established by Reference 1 B consists of the Secretary of Transportation, the Attorney General, the Secretary of Commerce, the Secretary of Labor and Industry, the Secretary of Health, the Secretary of Environmental Resources, the Commissioner, PA State Police, and a Member of the PA Utility Commission. Also seven public members representing the general public, fire services (PA), manufacturer or shipper, common carrier, highway safety, private carrier consignee or user. The Board is responsible to:

- a. Prescribe and review regulations for transportation of hazardous substances over public roads to include:
 - (1) Packing, loading and unloading

- (2) Specifications, condition and equipment of vehicles
 - (3) Qualification of drivers
 - (4) Routing and parking of vehicles
- b. Classify hazardous substances.
- c. Declare substances as hazardous substances.
- d. Provide technical advice regarding hazardous substances in the event of any accident or incident.
- e. Provide 24 hour technical assistance in the event of highway incident. This to include on-site assistance if necessary.
- 2. Air (Bureau of Aviation)
 - a. Investigate all aircraft accidents and incidents occurring in the Commonwealth (See Appendix 4 for the location of Aviation Safety Specialists).
 - b. Coordinate with the Federal Aviation Administration in the administration of Federal Air Transportation Regulations.
- B. Public Utility Commission
 - 1. When notified by the involved railroad of an incident involving hazardous materials, will notify Hazardous Substances Transportation Board, Department of Environmental Resources and State Council of Civil Defense Operations Officer or the Duty Officer if non-duty hours.
 - 2. When necessary a PUC investigator will be dispatched to the scene and report to the Chairman or a Commissioner.
 - 3. If technical advice is needed regarding hazardous materials, contact CHEMTREC.
- C. County Civil Defense Directors
 - 1. Assist in coordinating local emergency services in the event of a hazardous materials incident.
 - 2. Be familiar with reference A in order to properly coordinate emergency services regarding evacuation and traffic control.

APPENDICES

- 1 – HSTB Phone Number Cord
- 2 – HSTB Field Agents
- 3 – PUC Call List
- 4 – Aviation Safety Specialists

IN EVENT OF
TRAFFIC ACCIDENTS
INVOLVING

HAZARDOUS SUBSTANCES

CALL IMMEDIATELY

STATE POLICE

POISON

H.S.T.B.

WATTS 8-717-787-7445

FLAMMABLE

24 HOUR
PHONE SERVICE

NETWORK 8-447-7445

FLAMMABLE
GAS

OXIDIZERS

RADIOACTIVE

DA

Hazardous Substances Transportation Board Field Agents assignment by Area

South-Western AREA

Beaver
Washington
Greene
Allegheny
Fayette
Westmoreland
Indiana
Cambria
Somerset
Blair
Bedford
Huntingdon
Mifflin
Fulton

North-Western AREA

Lawrence
Mercer
Crawford
Erie
Warren
Venango
Butler
Forest
Clarion
Armstrong
Jefferson
McKean
Elk
Clearfield
Potter
Cameron
Clinton
Centre

South-Eastern AREA

Bucks
Montgomery
Chester
Philadelphia
Delaware
Lehigh
Northampton

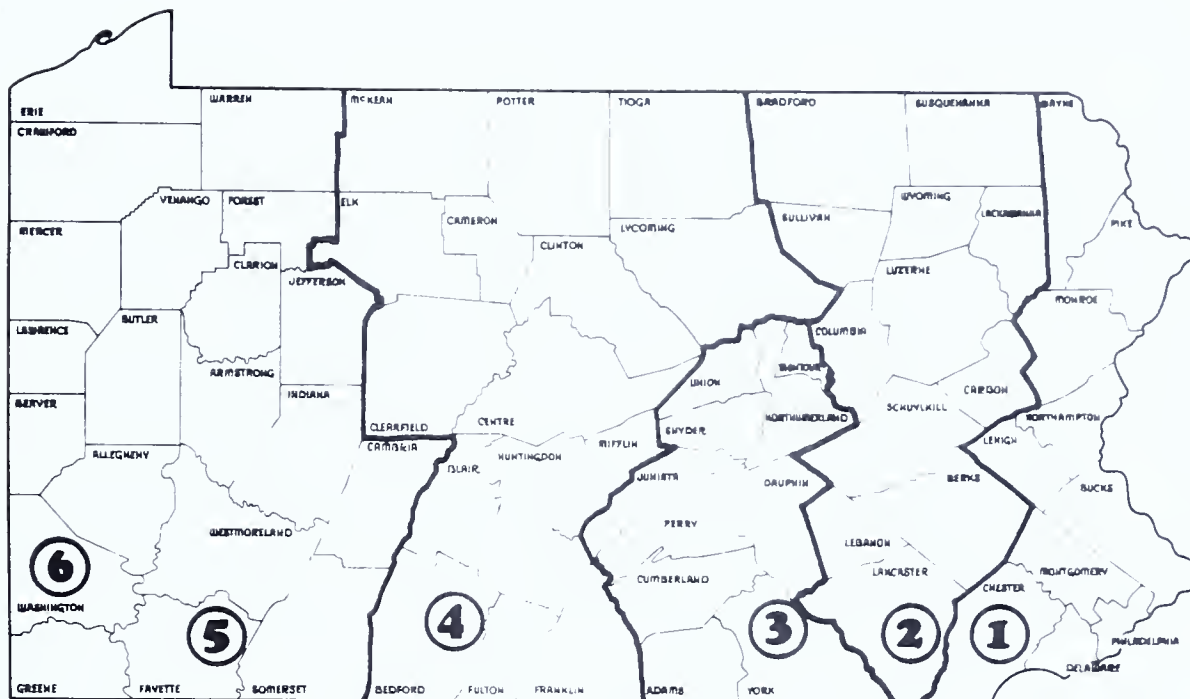
North-Eastern AREA

Tioga
Bradford
Susquehanna
Wayne
Lycoming
Sullivan
Luzerne
Wyoming
Lackawanna
Pike
Columbia
Union
Montour
Monroe
Snyder
Northumberland
Carbon
Schuylkill
Dauphin
Juniata
Berks
Perry
Lebanon
Cumberland
York
Lancaster
Adams
Franklin

Appendix 3 to Annex F

Public Utility Commission staff on call 24 hours a day for notification of a railroad accident or incident:

NAME	PHONE NO. OFFICE 8:00 am to 4:30 pm	Phone at Home
William Sutton	717-787-4640	717-236-6440
Glen Lehman	717-787-9732	717-766-9465
Ray Peteritas	717-787-5188	717-737-3298



COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF TRANSPORTATION
BUREAU OF AVIATION

CAPITAL CITY AIRPORT
NEW CUMBERLAND, PA. 17070
PHONE: 717-787-8742 or 8736

AVIATION SAFETY SPECIALISTS

The Bureau of Aviation, PennDOT, mandated by the Aeronautical Code investigates all aircraft accidents in Pennsylvania. Pilots and aircraft operators aware of their obligation to notify the FAA should also know that it is their responsibility and mandatory obligation to report all incidents or accidents to any of the seven State Aviation Safety Specialists.

Aviation Safety Specialists duties include initial and routine landing facility site inspections, accident and violation investigations, and aviation safety related counseling.

Your cooperation in reporting incidents will be appreciated by the aviation community as it helps us relay aviation safety information to the proper people.

The following is a current listing of names, addresses and telephone numbers of the Aviation Safety Specialist responsible for Law Enforcement and Aircraft Accident Investigation within the Commonwealth of Pennsylvania.

NAMES	STATE POLICE STATIONS FOR RADIO CONTACTS	BASE OF OPERATIONS	RESIDENCE
G. E. SAYERS Chief	Harrisburg Aviation 1200 717-234-4051 8-443-1900	Capital City Airport 717-787-8736 717-787-8742	New Cumberland 717-774-0743
George DORN	Harrisburg Aviation 1207 717-234-4051 8-443-1900	Capital City Airport 717-787-8736 717-787-8742	Harrisburg 717-564-6051
William PETERSON Area No. 1	Bethlehem Aviation 1201 215-691-6110 8-378-6575	Allentown 215-398-1638	Allentown 215-398-1638
George POTHERING Area No. 2	Pottsville Aviation 1202 717-628-5885 8-487-2338	Pottsville 717-628-5885 8-487-2338	Minersville 717-544-4625
Sammy SNIDER Area No. 3	Harrisburg Aviation 1203 717-234-4051 8-443-1900	Capital City Airport 717-787-8742	Wellsville 717-432-4136
Glenn MITCHELL Area No. 4	Huntingdon Aviation 1204 814-643-4520 8-483-1413	Huntingdon, PennDOT Maintenance, District 9 5 814-643-5262 or 8-483-1403	Huntingdon 814-643-3870
H. P. COLOMBO Area No. 5 & 6	Ebensburg Aviation 1205 814-472-8500 8-464-1235	Johnstown Airport 814-535-4054 8-682-3394	Ebensburg 814-344-8293

All State Police, pilots and aircraft operators are to report accidents, incidents and violations to the Bureau of Aviation, Capital City Airport, New Cumberland, PA, Telephone 717-787-8742. If other than during office hours, call Central Communications at 717-774-3022.

PennDOT, BUREAU OF AVIATION

Chief Aviation Specialist
G. E. Sayers

ANNEX K
Crisis Relocation

ANNEX G
Training

ANNEX H
Communications

ANNEX I
Warning

ANNEX J
Increased Readiness

COMMONWEALTH OF PENNSYLVANIA
DISASTER OPERATIONS PLAN

ANNEX G

TRAINING

I. REFERENCES

- A. Pennsylvania State Council of Civil Defense Training Memorandums.
 - 1. No. 76-22, September 1, 1976 – Publications Available for County and Local Training Programs.
 - 2. No. 76-23, September 1, 1976 – Available Training Courses.
 - 3. No. 77-3, January 4, 1977 – Special Training Courses Available in 1977.
- B. Publications Catalog, Department of Defense, Defense Civil Preparedness Agency, MP-20, April 1976.
- C. Defense Civil Preparedness Agency Motion Picture Catalog, MP-6, December 1973 and Pennsylvania State Council of Civil Defense Information Circular No. 137, September 1, 1976 – Motion Picture Films Available for Loan.

II. SITUATION

- A. Successful implementation of the State Disaster Operations Plan depends upon trained, knowledgeable personnel who are capable of carrying out their assigned task during any disaster situation. To achieve this capability requires that training be accomplished on a day-to-day basis prior to the disaster.
- B. Civil Defense training is the responsibility of all levels of government, however, primary responsibility must rest with each County and Local Civil Defense Director. The State Council of Civil Defense will provide active assistance in the presentation of special seminars, the conduct of formal training courses and exercises, aid and advice in the development of county exercises and the supply of training aids and materials.

III. MISSION

The demonstrated assurance that every individual involved in disaster operations is adequately prepared to accomplish assigned tasks, operating in the framework of a responsive, efficient and effective organization. It is essential to provide disaster training and education programs to county and local governments and to the citizens of the Commonwealth in order that the State and all communities are prepared to operate so that casualties and property damage are minimized and normal conditions are restored as soon as possible.

IV. CONCEPT OF OPERATION

- A. Training is accomplished in two phases:

1. Phase one consists of training required to qualify all civil defense directors, of county and local governments, in disaster operations within the Commonwealth of Pennsylvania. This training will be evaluated at county level to assure acceptable performance capability. Simulation exercises provide guidelines for further training, testing, revision and updating the State Disaster Operations Plan.
 2. Phase two is continuation or refresher training. The requirement may stem from frequent turnover of personnel as well as the generally accepted need for periodic refresher training to prepare for non-routine operations. A periodic stimulation of interest should be a primary goal of continuation training.
- B. Each county is responsible for developing a training program tailored to its specific needs as well as for evaluating the program to assure attainment of an acceptable level of disaster operational preparedness.

V. ORGANIZATION

A. Federal Level

Defense Civil Preparedness Agency provides specific training programs, training literature and assists the State Council of Civil Defense in evaluating training proficiency through the DCPA Region Two office.

B. State Level

The State Council of Civil Defense develops, conducts, coordinates and promotes the training program throughout the Commonwealth and assists the counties in developing training policy for disaster operational readiness.

C. County/Local Level

The County and Local Civil Defense Director plans and conducts disaster preparedness training of respective Emergency Operations Center personnel.

VI. TASKS

- A. The Defense Civil Preparedness Agency, Region Two, holds periodic training sessions and conferences with State Council of Civil Defense personnel and County and Local Defense Directors to provide guidance in developing their respective training programs.
- B. The State Council of Civil Defense
1. Establishes policy related to and coordinates and promotes the civil defense training program.
 2. Develops and conducts emergency operations simulation exercises at the State and County levels of government.
 3. Conducts and assists in specialized training programs for State, County and local organizations.
 4. Distributes instructional aids and training materials on request.
 5. Assists County Civil Defense Directors in evaluating present and planning future training programs.

C. County Civil Defense

The County Civil Defense Director is responsible for developing, conducting and evaluating a training program tailored to local requirements.

VII. TRAINING METHODS AND RESOURCES

- A. Training is based on Federal publications, training memorandums and guides as outlined in DCPA Publications Catalog.
- B. The State Council of Civil Defense distributes Information Circulars and Training Memorandums pertaining to courses and assistance available.
- C. Reference materials, training aids and manuals, instructors guides, technical publications and related material are available from the State Council of Civil Defense.
- D. In addition to the State Council of Civil Defense, instructors may be obtained from any source; however, they should be selected on the basis of the subject and the instructor's qualifications.
- E. Training records should be maintained.

VIII. OPERATIONS SIMULATION EXERCISES

Simulated disaster exercises to test plans and operational procedures are conducted on a scheduled basis. Both State and County Civil Defense organizations, plus supporting State agencies, are required to participate in such simulation exercises while each quasi-public and volunteer organization is invited to participate. Exercises assist in evaluating plans, analyzing performance and identifying areas where additional training is required.

ANNEX K
Crisis Relocation

ANNEX L
Shelter Operations

ANNEX H
Communications

ANNEX I
Warning

ANNEX J
Increased Readiness

COMMONWEALTH OF PENNSYLVANIA DISASTER OPERATIONS PLAN

ANNEX H

COMMUNICATIONS

I. REFERENCES

- A. Emergency Communications, CPG 1 – 18, January 1977.
- B. Pennsylvania Radio Amateur Civil Emergency Service Plan, June 1972.
- C. Basic Emergency Broadcast System Plan (EBS), FG-E-4.1, August 1967.

II. SITUATION

- A. Emergency communications systems are essential to: warn the public; direct and control emergency operations; provide emergency information and guidance to the public; and communicate with levels of government.
- B. Communications within the Commonwealth of Pennsylvania depend upon restricted commercial telephone lines and limited radio resources. These systems provide some redundancy to survive a war-caused disaster.

III. MISSION

During peacetime and wartime the primary mission of communications is to provide support of emergency operations and the passage of warning, weather and intelligence information.

IV. DEFINITIONS

- A. EBS – Emergency Broadcast System – A volunteer program of the Broadcast Industry which allows the use of its facilities to transmit emergency information as prescribed by the President, the Governor of the Commonwealth or authorized county and local head of Government.
- B. NAWAS – National Warning System – Federal portion of the Civil Defense Warning System used to disseminate warnings and other emergency information from the warning centers or regions to warning points in the state.
- C. RACES – Radio Amateur Civil Emergency Service – An organized amateur radio system established to provide radio communications needed by Federal, State and local governments in time of emergency.
- D. PANET – Pennsylvania Network Telephone System.
- E. State Warning Drop – State NAWAS telephone speaker installation on State side of circuit.

- F. SCCD Teletype Network — Primary Civil Defense Warning System within the Commonwealth of Pennsylvania.
- G. CDNATS — Civil Defense National Teletype System — Teletype computer access for emergency and administrative traffic with DCPA Region II Warning Center and all State Warning Centers.
- H. CDNARS — Civil Defense National Radio System — Voice and teletype backup system to CDNATS.
- I. UNI-SCOPE — Pennsylvania State Police landline video system connecting State Police Barracks and Sub-stations and some county EOC's.

V. ORGANIZATION

The following State Agencies, quasi-public and private organizations provide the emergency communications organization for the Commonwealth of Pennsylvania.

A. State Agencies

- 1. Game Commission/Civil Defense Radio Network — a statewide radio network shared between Pennsylvania Game Commission and the State Council of Civil Defense, and is the primary direction and control network for the Commonwealth of Pennsylvania.
- 2. Pennsylvania State Police Radio System — a statewide radio system linking Civil Defense Main and Area Headquarters with State Police.
- 3. Pennsylvania Department of Transportation — a statewide radio system linking Civil Defense Main and Area Headquarters with Transportation Department.
- 4. Department of Environmental Resources — a statewide communications system linking the Department of Environmental Resources, including the Bureau of Forests and Waters, with Civil Defense Main and Area Headquarters.

B. The Bell Telephone Company of Pennsylvania along with 57 other privately owned telephone companies throughout the Commonwealth.

C. RACES — A statewide volunteer amateur radio system.

VI. CONCEPT OF OPERATIONS

- A. The State Council of Civil Defense (Communications Officer) will integrate all available State agencies, quasi-public and private organizations communications capability to include common user commercial telephone in support of war caused or natural disaster operations. The combined capabilities of the above organizations comprise the State Emergency Communications Organization.
- B. Commercial Telephone Systems — will be the primary means of directing and coordinating emergency operations. Commonwealth owned radio nets and RACES nets will provide the secondary communications means for direction and coordination of emergency operations. State agency and quasi-public nets will be used primarily as an auxiliary reporting system on a regional or area basis. Such traffic as Radiological Monitoring, NUDET and Situation Reports (SITREP), etc., will be passed on the statewide teletype system to relieve congestion on the primary and secondary systems.

C. Warning information will be received at the State level over the NAWAS system and further disseminated throughout the Commonwealth over the State Civil Defense Teletype Network. (See Annex I)

D. Emergency Broadcast System (EBS)

1. EBS is composed of AM, FM, and TV Broadcast stations and non-government industry entities operating on a voluntary organized basis during emergencies at National, State, county or local levels.
2. The Commonwealth of Pennsylvania has statewide coverage by EBS Network which provides the President, the Federal Government, the Governor, county and local Government Officials with an expeditious means of communicating with the general public during emergencies.
 - (a) National Level – emergency action notification messages will be released at this level upon request of the White House. The emergency message is disseminated from the originating point to the control points of the major radio and television networks and is further disseminated to network affiliates within the Commonwealth.
 - (b) State Level – the dissemination arrangements for emergency action messages at this level originate from state authorities to the state primary network station (Radio Station WHP) which then disseminates the information in accordance with the designated operational area coverage.

VII. RESPONSIBILITIES

- A. The State Council of Civil Defense will coordinate on all landline requirements, installation and maintenance between State Primary, Alternate and Area EOC's.
- B. RACES will provide the primary means of radio communications between the State Council of Civil Defense Headquarters and Area Offices and County Government EOC's in accordance with Federal regulations and the State RACES Plan.
- C. The following State Agencies with communications capability will provide limited emergency radio back-up communications to the State, RACES and other established nets:
 1. Pennsylvania State Police
 2. Pennsylvania Game Commission
 3. Pennsylvania Department of Transportation
 4. Department of Environmental Resources

VIII. FEDERAL EMERGENCY COMMUNICATIONS ASSISTANCE

- A. Under the provisions of Section 415, Disaster Relief Act of 1974 (PL 93-288), the Director, Region III, FDAA, is authorized to establish emergency communications during or in anticipation of an emergency or major disaster (except war-caused) to supplement the communication capability of State, county and local governments.
- B. Requests for Federal Emergency Communications Assistance will be coordinated within the Commonwealth by the State Council of Civil Defense Communications Officer. Requests will be forwarded to the Director, Region III, FDAA, or to the Federal Coordinating Officer (FCO) at the Disaster Field Office, if established.
- C. The SCCD Communications Officer will request that Federal Emergency Communications Assistance be discontinued immediately when the essential emergency communication needs of affected disaster areas have been met.

ANNEX K
Crisis Relocation

ANNEX L
Shelter Operations

ANNEX M
Radiological Defense

ANNEX I
Warning

ANNEX J
Increased Readiness

COMMONWEALTH OF PENNSYLVANIA DISASTER OPERATIONS PLAN

ANNEX I

WARNING

I. REFERENCES

- A. Federal Civil Defense Guide (FCDG).
- B. Checklist Guide for Nuclear Emergency Operations Planning (ALFA NEOP), DCPA, CPG 2-2A.

II. SITUATION

- A. Peacetime – Pennsylvania is subject to natural and man-made disasters. Some of these disasters lend themselves to advance warning procedures, such as a hurricane, while others may strike with little or no opportunity for advance warning, such as tornadoes or an industrial accident.
- B. Wartime – Warning is the key to survival in an enemy nuclear attack. Damage limitation studies conducted by the Department of Defense indicate that an adequate warning system coupled with a nationwide fallout shelter system could save the lives of millions of Americans. Since every area of the country could be subjected to the hazards of radioactive fallout, every political subdivision in the Commonwealth must have an effective warning system.

III. DEFINITIONS

A. Warning (General)

The dissemination to appropriate government officials and to the general public of a forecast of climatic disturbances, a report of man-made disasters, or warning of enemy attack.

B. Warning Points

- 1. NORAD – North American Air Defense Command
- 2. N3WC – National Three Warning Center located near Washington, D.C.
- 3. SCCD – State Council of Civil Defense
- 4. NWS – National Weather Service

C. Weather Warning Terms

- 1. Hurricane Watch – Hurricane may threaten within 24 hours.
- 2. Hurricane Warning – Hurricane expected to strike within 24 hours.

3. Severe Weather Watch – Atmospheric conditions indicate severe weather is possible, but has not yet occurred.
4. Severe Weather Warning – A series of weather conditions have developed with the potential to cause serious damage and possible loss of life.

D. Enemy Attack Warning Signals (See Appendix 1)

1. Attention Signal – This signal shall mean “Listen for Essential Emergency Information.”
2. Attack Warning Signal – This signal shall mean “Attack Warning – Go to Shelter or Take the Best Cover Immediately Available.”

E. Communications Warning System

1. EBS – Emergency Broadcast System – A volunteer program of the Broadcast Industry which allows the use of its facilities to transmit emergency information as prescribed by the President, the Governor of the Commonwealth or authorized County Head of Government.
2. NAWAS – National Warning System – Federal portion of the Civil Defense Warning System used to disseminate warnings and other emergency information from the warning centers or regions to warning points in each state.
3. State Warning Drop – State NAWAS telephone speaker installation on State side of circuit.
4. SCCD Teletype Network – Primary Civil Defense Warning System within the Commonwealth of Pennsylvania.
5. CDNATS – Civil Defense National Teletype System – Teletype computer access for emergency and administrative traffic with DCPA Region II Warning Center and all State Warning Centers.
6. CDNARS – Civil Defense National Radio System – Voice and teletype backup systems to CDNATS.
7. UNI-SCOPE – Pennsylvania State Police landline video system connecting State Police Barracks and Sub-stations and some County EOC's.
8. RACES – Radio Amateur Civil Emergency Service – An organized amateur radio system established to provide radio communications needed by Federal, State and local governments in time of emergency.
9. PANET – Pennsylvania Network Telephone System.

IV. MISSION

To provide for the development and maintenance of a warning system and to establish standard procedures for rapid dissemination of warning information (through the warning system) to State, county and local government officials and the general public in order to provide maximum protection to the citizens of the Commonwealth in the event of any disaster.

V. ORGANIZATION

A. Weather Warnings

The National Weather Service (NWS) forecasts weather conditions and originates severe weather watches and warnings which are disseminated by NWS over the State Council of Civil Defense Teletype Network.

B. Enemy Attack Warnings

The source of warning of an enemy attack on the United States is the North American Air Defense Command (NORAD). Upon indication of an attack, NORAD initiates the warning information over the National Warning System (NAWAS) which is transmitted into Pennsylvania by the National Three Warning Center (N3WC) to the primary state warning point in Harrisburg. The warning is then disseminated throughout the Commonwealth by the Civil Defense Teletype Network.

VI. CONCEPT OF OPERATIONS

A. General

1. Warning information of enemy attack is received at the Primary State Warning Point located at Troop H Headquarters, Pennsylvania State Police and the Alternate State Warning Point located at the State Council of Civil Defense Emergency Operations Center.
2. Warning information of predicted or actual natural disasters, is originated by the National Weather Service or the State Council of Civil Defense.
3. County governments will be warned of predicted natural or man-made disasters and enemy attack by means of the State Council of Civil Defense primary or alternate communications system. County/local officials are responsible to issue official warnings to the general public in accordance with locally developed warning plans.
4. Unofficial warning of an impending disaster will not be disseminated until it is authenticated.

B. Statewide Warning System

Warnings are disseminated throughout the Commonwealth over the communications systems described below.

1. Primary System — The State Council of Civil Defense Teletype Network. The SCCD Teletype Network transmits warning information to teletype terminals located in the three Civil Defense Area Headquarters and all 67 counties in the Commonwealth.
2. Alternate System — State NAWAS System
 - a. The State NAWAS is a landline (wire) network of telephones and loudspeaker type instruments consisting of two common carrier (telephone line) systems and incorporates the NAWAS system in Pennsylvania.
 - b. There are 34 State drops (receiving/transmitting points) in the State NAWAS system as follows:

- State Council of Civil Defense (1)
 - Civil Defense Area Headquarters (3)
 - State Police Barracks and Substations (21)
 - National Weather Service (8)
 - Atomic Energy Laboratory, West Mifflin (1)
 - Reactor's Office, Uniontown (1)
 - Three Mile Island Nuclear Power Facility, Middletown (1)
- c. The State NAWAS system, in addition to providing initial warning, provides voice communication for direction, control and information gathering. It can be used for warning redundant to the teletype system) and then become an operational network.
3. Backup Systems – State Agencies and Quasi-Public Relief Organizations with internal communications networks compose the backup warning system. These include:
- a. Pennsylvania State Police
 - b. Game Commission/State Council of Civil Defense
 - c. Pennsylvania Department of Transportation
 - d. Department of Environmental Resources
 - e. Radio Amateur Civil Emergency Service (RACES)
4. Supporting Systems – Emergency Broadcast System (EBS)

EBS is not an integral part of the warning system per se, but could under certain conditions, and with proper authority, be utilized in supplementing the warning system. Alerting and warning information over EBS could be vitally important to many localities throughout the Commonwealth.

5. Tests

The Attack Warning System is tested from National to all NAWAS points three times each day, and the State NAWAS points are tested once each day.

C. Procedures

1. County and Local Civil Defense Directors and other personnel holding warning responsibilities will be aware of the public warning procedures of Federal agencies described below:
 - a. The Defense Civil Preparedness Agency will provide warnings of attack to key radio stations in the Emergency Broadcast System at the same time NAWAS warnings are disseminated through the Civil Defense Teletype Network.
 - b. The National Weather Service will furnish severe weather watches and warnings to radio and television broadcasting stations at the same time this information is transmitted over the Civil Defense Teletype Network.
2. Public broadcast of both attack and disaster warnings may occur prior to receipt of this information by county and local Civil Defense organizations through Civil Defense channels. Public broadcast of such warnings does not relieve Civil Defense personnel of their warning responsibilities.

3. Civil Defense personnel will not make emergency weather forecasts. Their responsibility is to disseminate watches and warnings developed by the National Weather Service and the Federal-State River Forecasting Service, and to report actual occurrences within their area of jurisdiction.

VII. RESPONSIBILITIES

A. State Council of Civil Defense

1. Design, test, evaluate and provide overall coordination of state-wide warning system.
2. Serve as alternate warning point for the State Police primary warning point.
3. Identify reliable systems and equipment for relaying warning and other emergency information to local political subdivisions not served by NAWAS or county-wide dispatch and alerting systems.
4. Assist all levels of State government in the preparation of local warning plans.

B. Pennsylvania State Police

1. Establish and maintain, on a 24-hour basis, the state primary warning point for receipt of warning information over NAWAS.
2. Disseminate warning and warning information received over NAWAS to local government law enforcement subscriber terminals via UNI-SCOPE.
3. Notify the State Council of Civil Defense Staff Duty Officer of warnings during non-duty hours.

C. State Agencies and Quasi-Public Organizations

Other State agencies or Quasi-public organizations with internal communications networks, i.e. Pennsylvania Department of Transportation, Pennsylvania State Police, Pennsylvania Game Commission, Department of Environmental Resources, Civil Air Patrol, RACES and others with a communications capability will be prepared to assist upon request in the dissemination of warning information.

D. County/Local Governments

1. Develop and distribute warning and alerting plans to supplement the State warning system.
2. Maintain a training program for personnel who have a warning function.
3. Test the warning system at least once each month.
4. Develop an educational program to assure that local citizens are familiar with, can identify and can react to warning signals.

THE ATTACK WARNING SIGNAL



OR



(A WAVING TONE OR SHORT BLASTS FOR 3 TO 5 MINUTES)

"ATTACK WARNING -- GO TO SHELTER -- OR -- TAKE
THE BEST COVER IMMEDIATELY AVAILABLE!"

THE ATTENTION SIGNAL



(A STEADY BLAST OR TONE FOR 3 TO 5 MINUTES)



"LISTEN FOR ESSENTIAL EMERGENCY INFORMATION!"

ANNEX K
Crisis Relocation

ANNEX L
Shelter Operations

ANNEX M
Radiological Defense

ANNEX N
Public Information

ANNEX J
Increased Readiness

COMMONWEALTH OF PENNSYLVANIA
DISASTER OPERATIONS PLAN

ANNEX J

INCREASED READINESS

I. REFERENCES

- A. Federal Civil Defense Guide (FCDG), Department of Defense, Office of Civil Defense, Part G, Chapter 5, July 1967.
- B. Manual for State Operations, Increased Readiness Information System (IRIS), FG-E-2.3/3. June 1970.
- C. Instruction Number 3130.2, Increased Readiness Posture of the Region to State and Local Government, Defense Civil Preparedness Agency, Region Two, August 1973.
- D. Circular 9410.1C, Office of Emergency Preparedness, Subject: Federal Civil Readiness Levels and Actions in Response to Official Instructions in an Emergency, January 19, 1973.
- E. Checklist Guide for Nuclear Emergency Operations Planning (ALFA NEOP), Defense Civil Preparedness Agency, CPG 2-2A.

II. SITUATION

- A. During the periods when international tensions are at a comparatively "normal" level, it is not necessary that the State civil preparedness posture be maintained at an absolute state of operational readiness; however, the capability to rapidly assume such status, upon short notice, must exist at each level of civil preparedness responsibility. During periods of international calm contingency plans for achieving such readiness should be fully developed and ready for implementation.
- B. The Federal government, with a fully developed intelligence system, maintains the capability to judge conditions to a greater degree than the State government. Based upon information provided by the Federal government and/or an estimate of the situation, the Governor will determine the degree of operational readiness appropriate to the situation and will direct State agencies and County and local governments to take specific increased readiness actions.

III. MISSION

To outline actions to be taken by the Commonwealth and its political subdivisions to establish an increased readiness posture through actions taken during a time of mounting international tension. The implementation of these actions will provide for an orderly transition from normal to emergency operations.

IV CONCEPT OF OPERATIONS

- A. In order to facilitate prior planning, reduce communications systems load in an emergency and provide for a step-by-step transition from normal operations to war-time readiness, a system of preparedness Readiness Levels is established. The terminology used in the State system is generally comparable to that used by the non-military Federal agencies. The system consists of three Readiness Levels which will increase preparedness progressively to the receipt of an ATTACK WARNING.
1. Communications Watch – This is the normal, or near normal, peacetime situation. It is the preparedness level at which emergency planning is carried out by State, County and local governments in conjunction with their normal functions. All agencies continue normal day-to-day activities toward developing a stronger, more responsive civil preparedness posture. This level is carried out without public disclosure and would be announced only if it succeeds a previously announced Readiness Level.
 2. Initial Alert – This level is based on information that a potential enemy has taken action which has markedly increased tension and has created a situation that could eventually lead to war. Plans and procedures are reviewed and revised as required and some accelerated emergency planning is implemented. This Readiness Level will be announced by the Governor, when in his opinion it would be prudent to assume a status of increased readiness in government. Actions taken may require the curtailment of day-to-day functions that do not contribute to the attainment of readiness objectives and are to be carried out with minimum public disclosure, even though continuation of Initial Alert for an appreciable period of time is likely to result in public notice. State, Area and County Emergency Operations Centers (EOC) will be manned at a standby level on a 24-hour per day basis.
 3. Advanced Alert – This level is indicated by a highly tense international situation created by actions on the part of a potential enemy which, by their nature, appear to contain great risk of general war. Attack is not considered imminent, but the overall situation is deteriorating and it appears that unless the trend is reversed, an attack may come in a relatively short time. It can be expected that actions taken under this level will have a decided impact on governmental agencies, non-governmental activities and the public. This Readiness Level will be announced by the Governor. The notification will indicate that the Governor desires achievement of the highest degree of readiness on the part of State agencies, County and local governments, Institutions, industry and citizens. State, Area and County EOC's will be fully operational on a 24-hour per day basis. This Readiness Level or any of the preceding may be established without prior announcement of a less serious level.
- B. **ATTACK WARNING** – This warning means that an attack against the United States has been detected and all feasible State/civil agency actions should be directed toward the preservation and continuity of government and measures to preserve life and property. The Attack Warning is triggered by a specified military declaration, and is announced to the State over the National Warning System (NAWAS). (See Annex I, Warning)
- C. Based upon Presidential guidance, the Defense Civil Preparedness Agency (DCPA), Region Two, will advise the Governor of Pennsylvania of the operational status of DCPA and issue advisories and recommend appropriate Increased Readiness actions, by category and appendix designation, as set forth in Reference IA, and Appendix 1 of this Annex.
- D. Upon receipt of advisories and operational status of DCPA, paragraph C above, the Governor will determine the level of operational readiness appropriate for the State. In his determination he may consider other intelligence information received from the Federal

government through Defense Preparedness channels, and the local situation. He will then declare and disseminate to State agencies and political jurisdictions the desired Readiness Level to be achieved. Appendix 2, Increased Readiness Message Format, will be used to disseminate Readiness Level information.

- E. Based on Readiness Levels announced by the Governor, County and local Civil Defense Directors, with concurrence of appropriate elected officials, will authorize and direct appropriate increased readiness actions. To avoid undue public concern, County and local directors and key officials should exercise care and good judgement in initiating and carrying out increased readiness measures when specific advice on appropriate increased readiness activities has not been received from State level. As a general rule, the knowledge that a specific Readiness Level exists will be restricted to those who require the information and/or who initiate increased readiness actions.
- F. The Director of Civil Defense, upon direction by the Governor, will notify State agencies when Emergency Representatives are required at the State Emergency Operations Center. However, the Emergency Representatives will report without notification upon declaration of an ATTACK WARNING, if conditions permit safe movement.
- G. In order to effectively administer accelerated preparedness programs, State agencies will retain their normal organization staffing until the Readiness Level attained dictates implementation of organization and staffing structured to accomplish attack, and postattack functions.

V TASKS

Upon announcement by the Governor that a specific Readiness Level is in effect, the Director of Civil Defense will indicate to State agencies and to County governments, through the Area Headquarters, those actions set forth in Appendix 1 to be taken to achieve the desired Readiness Level.

VI TESTS AND EXERCISES

- A. When used in tests or exercises, Readiness Levels will be identified as:

REAL TERM

Communications Watch

Initial Alert

Advanced Alert

Return to Normal
Operations

EXERCISE TERM

Quick Step

Tight Rein

Flood Tide

Fade Out

- B. Attack Warning and Termination of Attack Warning are defined as:

REAL TERM
ATTACK WARNING

TERMINATION OF
ATTACK WARNING

EXERCISE TERM
CHECKERBOARD

TERMINATION OF
CHECKERBOARD

MEANING

Attack on the United States
has been detected.

Situation warrants movement
of people from shelter where
fallout conditions permit, but

possibility of subsequent attack still exists.

VII REPORTS

- A. State agencies and County Civil Defense Directors will report staff activation and/or opening of primary or alternate EOC's to the Director of Civil Defense without delay.
- B. Daily and special reports (See Annex AA, Reports)
- C. State and County governments will initiate Increased Readiness Information System (IRIS) Reports, upon notification by the Director of Civil Defense. (See Appendix 3)

VIII EMERGENCY PUBLIC INFORMATION RELEASES

The general public will be given official information and instruction from National, State, County and Local Civil Defense sources relative to the situation and preparation for a possible attack based upon guidance from Federal officers at the discretion of the Governor. (See Annex N, Emergency Public Information).

IX TERMINATION OR CHANGE IN READINESS LEVEL

- A. Action will be taken by the Governor to either terminate or change a Readiness Level as advisories or intelligence reports from the Federal Government and the local situation within the Commonwealth dictates.
- B. When it has been determined that the enemy attack is over and the In-Shelter or Emergency Operations Phase is completed, the Governor will announce the Post-Attack Recovery Phase. The Commonwealth of Pennsylvania Emergency Resources Management and Economic Stabilization Plan will become effective during this phase. However, it must be recognized that the transition from operations under this war-caused operations plan to recovery operations under the Emergency Resources Management and Economic Stabilization Plan will be a gradual process, depending upon the ability of responsible Federal, State, local governments and welfare agencies to resume operations and carry out their assigned tasks. As the State enters the full Recovery Phase after the initial Post-Attack period, it is expected that the Emergency Resources Management and Economic Stabilization Plan will be fully operational.

APPENDICES

- 1 – Checklist of Increased Readiness Actions
- 2 – Increased Readiness Message Format
- 3 – Increased Readiness Information System (IRIS)

Figure 1.—CHECKLIST OF LOCAL INCREASED READINESS ACTIONS

[illegible]

* Landfill Should Secure OGD Regional Approval, Through the State, Prior to Taking Actions Marked With an Asterisk

INCREASED READINESS MESSAGE FORMAT

TO: State Agencies, Area Headquarters and County Civil Defense Directors

FROM: Director of Civil Defense

MEANS OF TRANSMISSION:

NAWAS _____

RACES _____

CAP _____

PHONE _____

OTHER _____

“This is an SCCD IR Message”

Implement: “1. _____”
Readiness LevelEffective: “2. _____”
Hour and DateTake Following Actions: “3. _____”
Appendix 1, Annex J
Disaster Operations Plan

“This is an SCCD IR Message”

NOTE: Transmit only those parts of message in quotation marks. When used for tests or exercises insert the appropriate code word in space 1.

APPENDIX 3

TO

ANNEX J

INCREASED READINESS INFORMATION SYSTEM (IRIS)

I REFERENCE

FG-E-2.3/3, Manual for State Operations – Increased Readiness Information System (IRIS), Department of Defense, Office of Civil Defense, June 1970, with Change 1, July 1970.

II PURPOSE

As a basis for decision making during periods of increased tension, it could be vitally important for key National officials to know what Increased Readiness actions have been taken by States and by local governments throughout the country, and what level of civil preparedness had thereby been attained, as well as to know of significant public response on activities during the crisis period. State, Area, County and local officials would also require the same information as a basis for taking appropriate action. Accordingly, to provide this information on a daily basis, IRIS has been established with the State and selected political jurisdictions participating.

III STATE IRIS SYSTEM

Within the Commonwealth of Pennsylvania, all county governments are included in the IRIS reporting system. Upon notification by the Director of Civil Defense, County Governments will initiate IRIS Reports in accordance with the provision of the reference cited above.

ANNEX K
Crisis Relocation

ANNEX L
Shelter Operations

ANNEX M
Radiological Defense

ANNEX N
Public Information

ANNEX O
Red Cross Services

**COMMONWEALTH OF PENNSYLVANIA
DISASTER OPERATIONS PLAN**

ANNEX K

CRISIS RELOCATION

(TO BE ISSUED SEPARATELY)

ANNEX P
Salvation Army Services

ANNEX L
Shelter Operations

ANNEX M
Radiological Defense

ANNEX N
Public Information

ANNEX O
Red Cross Services

ANNEX P
Salvation Army Services

ANNEX L
Shelter Operations

ANNEX M
Radiological Defense

ANNEX N
Public Information

ANNEX O
Red Cross Services

COMMONWEALTH OF PENNSYLVANIA DISASTER OPERATIONS PLAN

ANNEX L

SHELTER OPERATIONS

I. REFERENCES

- A. Federal Civil Defense Guide (FCDG), Part C, Chapter 1; and Part D, Chapters 2 and 3, including all appendices and annexes.
- B. Publications pertaining to Shelter Planning and Operations as listed in the Publications Catalog, Department of Defense, Defense Civil Preparedness Agency, MP-20, April 1976.

II. SITUATION

- A. The ability to shelter citizens from the lethal effects of nuclear war remains a vital part of the defense posture of the United States. Enemy attack can be launched with little or no warning, therefore, shelter must be available now and for as long as the possibility of an attack exists.
- B. The total number of standard shelter spaces in Pennsylvania exceeds the total population, but these spaces are located in urban areas and are disproportionate to the population distribution.

	POPULATION (1970)	SHELTER SPACES
Pennsylvania	11,793,909	16,020,451

- C. Less than standard (best available) shelter must be utilized in the allocation of many county residents to shelter, particularly in rural areas. Where appropriate the use of home shelters is encouraged.

III. DEFINITIONS

- A. Community Shelter Plan (CSP) — A document published in map form which serves as a framework on which local officials can base decisions concerning the allocation and direction of persons living in potentially hazardous areas to shelter during a threatened or actual nuclear war situation. It also includes general guidance on protective measures, shelter supplies, and protection of livestock.
- B. Radioactive Fallout (or Fallout) — The fallback to the earth's surface of particles contaminated with radioactive material from a cloud formed by a nuclear detonation.
- C. Shelter Annex — Outline of how to effect shelter operations with task assignments given to local officials and support personnel. It is an annex to the local Emergency Operations Plan.

- D. Protection Factor (PF) – A number used to express the relationship between the amount of fallout gamma radiation that would be received by an unprotected person and the amount that would be received by a person in a specific shelter. A person in a shelter facility with a PF of 10 would be exposed to a dose rate of 1/10 of the rate to which he would be exposed if his location were unprotected.
- E. Standard Shelter – A PF of 40 or greater and at least 10 square feet of ventilated space per person. Shelters must have a PF of 40 or greater and at least 50 spaces before they can be licensed and marked as a public shelter.
- F. Best Available Shelter – A PF between 10 and 40. Persons are allocated to this type shelter when there is no standard shelter. It provides the best protection available. When there is no best available shelter (as in most rural areas), home shelter improvisation is encouraged.
- G. Crisis Relocation – See Annex K.

IV. ASSUMPTIONS

- A. Areas offering high risk of nuclear attack are the population centers of Allentown-Bethlehem - Easton; Altoona; Erie; Harrisburg; Johnstown; Lancaster; Philadelphia; Pittsburgh; Reading; Scranton; Wilkes-Barre; York; and Adams-Franklin Counties from the Fort Ritchie, Maryland Risk Area.
- B. These high-risk areas may be subjected to direct weapons effects (blast and fire) and/or radioactive fallout.
- C. The primary hazard outside the high-risk areas will be radioactive fallout.
- D. In the event of a nuclear attack on the United States, large areas may become contaminated by fallout, requiring the population to seek protection in fallout shelters.

V. MISSION

To assist county and local governments in the development and update of Community Shelter Plans to provide maximum protection possible to the citizens of the Commonwealth in the event of a nuclear attack.

VI. ORGANIZATION AND FUNCTIONS

A. State

1. The Pennsylvania State Council of Civil Defense assists political subdivisions in the development of their shelter program.
2. The State EOC staff will assist localities in an advisory capacity. Civil Defense Directors will be instructed as to the requirements for logistical support of shelter operations.
3. Commonwealth agencies with local offices will have a shelter representative designated for each office to coordinate with county and local officials the use of these facilities as shelters. This shelter representative will have training in shelter operations.

B. County

1. One official will be designated and trained as the shelter officer in each county and will be assigned the responsibility to develop a shelter program and to coordinate county shelter operations.

2. In event of a nuclear disaster, counties in Pennsylvania will direct and control shelter operations within their jurisdiction.

VII. CONCEPT OF OPERATIONS

A. Planning

1. Community Shelter Plan (CSP)

Community Shelter Plans will be developed and maintained in a camera-ready state by each county in Pennsylvania. Major elements of CSP planning are as follows:

- a. Shelter Allocation Plan — People are allocated as indicated in map form to the best protected space currently available so that fallout protection can be used with maximum effectiveness. CSP's will emphasize to county officials the need for options to best provide for public safety during a nuclear war situation. The selected allocation is only a framework on which to develop such alternative decisions. A contingency plan for crisis relocation also in map form, will be included for target areas and host localities (See Annex K, Crisis Relocation)
- b. Public Information — The Allocation Plan and general information concerning nuclear disaster (home shelter construction, protection of livestock, etc.) will be made available to the public so that individuals know "Where to Go and What to Do" in the event of a nuclear disaster. When this information is developed and ready for dissemination to the public, it constitutes an "Emergency Public Information Package."
- c. Shelter Deficit Areas — Areas with a greater population than available shelter spaces will be clearly identified as deficit areas.
- d. Shelter Development — Efforts to develop new shelter will be applied with an emphasis on deficit areas.
- e. Standard Operating Procedure — County plans will include the development of a Shelter Operations Standard Operating Procedure (SOP), to cover marking and stocking procedures.
- f. Official Adoption or Approval — The approval of all five (5) steps above by the County Commissioners.

2. Shelter Annex

The Shelter Annex to the County Emergency Operations Plan provides for the planning and implementation of Shelter Operations.

3. Training

Conferences, courses and exercises will be scheduled in time of increased readiness preparation (Actions for Increased Local Government Civil Defense Readiness, FCDG, Part G, Chapter 5, Appendix 4 and Appendix 15).

B. Operations

1. Increased Readiness Phase

Periods of increased international tension are characteristic of this phase. County government actions may commence when notification is received from State and Federal authorities. Actions may be initiated by the county if specific advice on appropriate actions have not been received from the State or Federal level. In either case, care and good judgement will be exercised to avoid undue public concern. During this phase, county governments will:

- a. Alert all emergency service chiefs and support personnel and meet at the EOC for briefing.
- b. Review the Emergency Operations Plan, the Shelter Annex, and the Shelter Allocation Plan.
- c. Shelter managers, radiological monitors, security police, traffic control police, and firefighters should prepare to effect shelter operations contingency training and staffing to assure operational capability.
- d. Prepare for the dissemination of emergency information to the public. Refer to CSP allocation and the H-14 Handbook, In Time of Emergency. Information should include the following:
 - (1) What to do and where to go in the event of a nuclear attack.
 - (2) Improvising fallout protection at home.
 - (3) Supplies to take to shelter.
 - (4) Protection of farm products and livestock from radiation.
- e. Prepare to initiate actions necessary for movement to and occupancy of shelter facilities.

2. Warning Phase

This phase begins with the receipt at the County EOC of an attack warning and ends when the movement to shelter begins. During this phase, county government will:

- a. Mobilize EOC staff not completed during Increased Readiness Phase.
- b. Brief Civil Defense forces to be used in the movement to Shelter Phase.
- c. Disseminate warning.
- d. Activate public fallout shelters.

3. Movement to Shelter Phase

This phase begins when people proceed to fallout shelters and ends when all persons are in shelters or when operations to assist in the movement to shelter must cease due to attack effects. Actions in this phase include:

- a. Placement of forces to control, direct and coordinate the movement of vehicular and pedestrian traffic.
- b. Security measures to assure the continued use of vital community facilities and resources.

4. In-Shelter Phase

This Phase begins when persons arrive at shelters and ends when portions of the population can leave shelter. The In-Shelter Phase may be as short as one (1) day or as long as fourteen (14) days or more, depending on the intensity of residual radiation.

- a. Shelter managers are responsible for the shelter activities necessary to sustain the population until emergence is directed. These activities may include registration, food rationing, firefighting, etc. Close coordination with the EOC staff must be maintained for guidance and information. If the situation permits, supplies will be requisitioned through the EOC.
- b. Radiological monitoring is required in shelters to determine the best protected area in the facility as well as to report radiation levels to the EOC. (See Annex M)
- c. Security measures must be maintained throughout this phase.

5. Shelter Emergence Phase

The Shelter Emergence Phase will begin when the population can leave the shelter for short periods of time and ends when all persons have left the shelters. If the area is heavily damaged by fire and/or blast, the population may best be cared for in shelters. Shelter emergence is possible when radiation no longer constitutes a hazard and when regular community services are restored.

6. Post-Attack Recovery Phase

The Commonwealth of Pennsylvania basic Plan for Emergency Resources Management and Economic Stabilization will become effective during this phase.

VIII. RESPONSIBILITIES

A. State

1. The Defense Civil Preparedness Agency (DCPA) and the State Council of Civil Defense (SCCD) will assist county governments in the development of a Community Shelter Plan.
2. SCCD will provide planning and training assistance to political jurisdictions in developing or maintaining a radiological monitoring capability. (See Annex M, RADEF)
3. SCCD will provide training conferences, courses and exercises to improve county and State shelter operations readiness. (See Annex G, Training)
4. State agencies (in addition to SCCD) which have local field offices are assigned emergency operational responsibilities in a nuclear disaster situation. Such agencies will have a shelter representative identified and trained to have knowledge of shelter operations in order that the agency can coordinate operations with Civil Defense officials where facilities of that agency are involved.

B. County

1. The Shelter Annex to the County Plan assigns duties and responsibilities to county officials necessary to carry out shelter operations. The Shelter Annex is based on a Community Shelter Plan which incorporates best available shelter.

2. The County Civil Defense Director will be responsible for the development of a CSP allocation and Shelter Annex as a part of his overall disaster preparedness responsibility. The County Civil Defense Director may appoint a Shelter Officer to carry out this program on a day-to-day basis. All county staff members will be aware of their shelter duties and responsibilities as outlined in the Shelter Annex to the County Emergency Operations Plan. The County Director will assist his staff and support personnel in receiving training for their role in shelter operations.

IX. ORGANIZATION AND FUNCTIONS

- A. The State Council of Civil Defense Office, located in Room B-151, Transportation and Safety Building, Harrisburg, Pennsylvania, becomes the Commonwealth's Emergency Operations Center in the event of a disaster. Communications with the three (3) Civil Defense Area EOC's and all 67 counties in the Commonwealth are established and maintained. Personnel trained in nuclear effects, shelter protection, radiological monitoring and other aspects of shelter operations are a part of the State EOC staff and serve to advise counties as needed. CSP's and shelter listings are maintained by the SCCD for county governments.
- B. State and Federal agencies (in addition to SCCD) whose local counterparts have shelter operations duties and responsibilities will be represented in the State EOC.
- C. If possible, all emergency services will be coordinated from the EOC. The County Civil Defense Director, with assistance from other county government officials, will provide direction and control for county forces and shelters as well as information and advice to the public. All county staff members will carry out their duties and responsibilities as outlined in the Emergency Operations Plan, the Shelter Annex, and in coordination with all emergency operations.
- D. Part 1 of the CSP is the suggested allocation of people to shelter. Part 2 is an "Emergency Public Information Package." This should be kept current and updated. It contains information concerning the mitigation of nuclear effects and allocation of people to shelter. It is set up in camera-ready form for immediate printing and distribution to the public.
- E. In disseminating public information from the EOC, care and good judgement must be exercised to avoid undue public concern. Such information should be readily comprehensible and easily understood by the public. The disaster should not be understated. (See Annex N, Public Information)
- F. Beginning with the Increased Readiness Phase, county officials assume their shelter operations duties. Although certain functions are assigned by law, local task assignments may vary from county to county depending upon locally unique capabilities.

ANNEX P
Salvation Army Services

ANNEX Q
Police Services

ANNEX M
Radiological Defense

ANNEX N
Public Information

ANNEX O
Red Cross Services

COMMONWEALTH OF PENNSYLVANIA DISASTER OPERATIONS PLAN

ANNEX M

RADIOLOGICAL DEFENSE

I. PURPOSE

- A. To establish policies and procedures for emergency response to wartime fallout radiation hazards occurring within the Commonwealth as a result of nuclear attack.
- B. To assign responsibilities to State agencies, county and local governments, and quasi-public and private organizations which can be expected to respond to radiation hazards resulting from nuclear attack.

II. SCOPE

- A. Provides procedures for warning the public of fallout radiation hazards and actions to be taken where public health and safety is threatened.
- B. Provides a basis for county and local planners to prepare emergency response plans.
- C. Defines responsibilities of State, county and local governments and pertinent quasi-public and private emergency organizations.

III. SITUATION

- A. A wartime nuclear attack includes situations ranging from land areas where little or no fallout occurs with no casualties or damage, through areas of moderate contamination with a developing casualty and damage potential, to areas where there are extensive fallout deposits creating radiation intensities so high that survival without protective actions is not possible.
- B. The Commonwealth of Pennsylvania is vulnerable to wartime radiation hazards created by fallout resulting from nuclear attack upon the continental United States.
- C. The warning time before a nuclear attack may vary from none to hours or days. The arrival of fallout after a nuclear detonation is dependent on many factors, but fallout posing a threat to human and animal survival would generally arrive within 24 hours after the nuclear explosion(s) which produced it.
- D. Areas threatened or contaminated by fallout require protective action for the population in the form of shelter occupancy within the area of the hazard or relocation to an area free of the radiation hazard or its threat.

IV. DEFINITIONS

- A. Radiological Defense (RADEF) The organized effort, through warning, detection, preventive and remedial measures, to minimize the effect of nuclear radiation on people and resources.

- B. Damage Estimation The process of predicting the effects of enemy attack upon the human and material resources located within an area. These estimates are essentially statistical in nature and will be followed by more accurate information as the post-attack period continues, until a final damage assessment is made.
- C. Decontamination The reduction or removal of contaminating radioactive material from a structure, area, object or person for the purpose of reducing radiological hazards.
- D. Dose Rate (r/hr) Codes
- R=Red — Areas in which survival and immediate support operations are essentially prohibited, 50 r/hr or greater.
- Y=Yellow — Areas in which survival and immediate support operations are limited, 0.5 r/hr or greater, but less than 50 r/hr.
- W=White — Areas in which survival and immediate support operations are feasible without limitations, not greater than 0.5 r/hr.
- E. Fallout The process or phenomenon of fallback to the earth's surface of particles contaminated with radioactive material from the radioactive cloud. The term is also applied in a collective sense to the contaminated particulate matter itself. The early (or local) fallout is defined as those particles which reach the earth within 24 hours after a nuclear explosion. It is this type of fallout which poses a threat to human and animal survival. The delayed (or worldwide) fallout consists of smaller particles which ascend into the upper troposphere and stratosphere where they are carried by winds to all parts of the earth. The delayed fallout is brought to earth, mainly by rain and snow, over extended periods ranging from months to years.
- F. Monitoring The procedure or operation of locating and measuring radioactive contamination by means of survey instruments which can detect and measure ionizing radiations. The individual performing the operation is called a monitor. The designated facility for the collection and reporting of radiological data by monitors is called a fallout monitoring station. Such stations are located at fire and police stations, government buildings and public fallout shelters.
- G. NUDET Report of a nuclear detonation.
- H. Roentgen (R or r) A unit of exposure to gamma (or X-) radiation. In its application, it is expressed also in terms of units known as the RAD (roentgen absorbed dose), REM (roentgen equivalent man — or mammal) and REP (roentgen equivalent physical).
- I. Shelter A habitable structure or space stocked with essential provisions and used to protect its occupants from fallout radiation.

V. ORGANIZATION AND FUNCTIONS

A. Federal Government

Defense Civil Preparedness Agency (DCPA) provides national policy and guidance on all matters relating to the threat of radiation hazards resulting from nuclear attack upon the United States.

B. State Government

1. State Council of Civil Defense

The State Council of Civil Defense, operating from the State Emergency Operations Center, Harrisburg, will act as coordinating agent for Radiological Defense matters among the Federal field agencies in Pennsylvania, State agencies, and county and local governments as well as quasi-public and private emergency organizations. It is the evaluation center for Radiological intelligence and estimation of damage due to effects of nuclear weapon detonations.

2. State Council of Civil Defense Area Headquarters (Hamburg, Selinsgrove and Indiana)

Civil Defense Area Emergency Operations Centers will organize for RADEF operations, insofar as possible, in a manner similar to that of the State Emergency Operations Center. A RADEF Officer will be designated from among field personnel of the Pennsylvania Bureau of Radiological Health, Department of Environmental Resources subject to approval of the State RADEF Officer and Chief, Bureau of Radiological Health, in coordination with Civil Defense Area Directors.

C. State Agencies

State agencies having an operational radiological defense responsibility and requirement are an integral part of the State Radiological Defense System. These agencies are:

1. State Council of Civil Defense
2. Department of Environmental Resources, Bureau of Radiological Health
3. State Police
4. Department of Transportation

D. County Government

County Civil Defense organizations in the Commonwealth will develop and maintain a RADEF organization capable of monitoring, collecting, analyzing and reporting representative radiation dose-rate information applicable to their counties, through Civil Defense channels, to the State Emergency Operations Center. The primary objective of the county RADEF system is to evaluate and utilize information collected by its political subdivisions to insure maximum protection of the county population from the effects of nuclear radiation.

E. Local Government

1. Local Civil Defense organizations in each county will establish and maintain a RADEF capability which is a component of the county RADEF system. All local RADEF organizations are subject to the direction and control of the county RADEF organization.
2. Local Civil Defense organizations will adopt and promulgate the County RADEF Plan (SOP).

F. Federal Agencies

County Civil Defense organizations will integrate into the county RADEF system those

monitoring stations established by field elements of Federal agencies located within their jurisdiction. The Postal Service and Federal Aviation Administration are the two Federal agencies which have established monitoring stations throughout the Commonwealth of Pennsylvania.

G. Military Installations

Military installations of the Department of Defense maintain a RADEF monitoring capability at each installation. County Civil Defense organizations will make pre-arrangements for the exchange of RADEF information with military installations located within their jurisdiction. By joint agreement, the State Council of Civil Defense supports the RADEF capability of military installations, primarily in terms of radiological instrument maintenance and calibration.

H. Quasi-Public and Private Emergency Organizations

Some quasi-public and private emergency organizations have established a RADEF organization and system in the Commonwealth of Pennsylvania as a primary component of the State RADEF system. Such organizations include but are not limited to public utilities (Power, Light and Telephone Companies), television and radio stations. The State Council of Civil Defense, Radiological Services Section, provides coordination and guidance for the development and maintenance of a RADEF capability to all quasi-public and private emergency organizations in accordance with established criteria.

VI. CONCEPT OF OPERATIONS

- A. The State Council of Civil Defense will provide overall coordination of emergency planning and operational response to radiation hazards resulting from nuclear attack.
- B. The State Council of Civil Defense will provide guidance and assistance to other State departments and agencies, and to county governments in the development and maintenance of a RADEF capability.
- C. County and local governments have primary responsibility for providing the actions necessary to protect the public from fallout radiation hazards. The political subdivision is the basic RADEF organizational unit. Each subdivision will develop and maintain a RADEF capability to assist with the protection of its own populace and to provide RADEF data to the Pennsylvania State Council of Civil Defense RADEF system. The monitoring station is a key element in providing RADEF capability. Since RADEF is oriented to the protection of the populace, political subdivisions containing a high density of population will require a greater number of monitoring stations.
- D. Radiological fallout information obtained by monitoring stations will provide adequate information for planning for survival, remedial movement, and recovery of resources. Federal and State stations will be used to augment the monitoring network or reporting system in areas where there is a sparsity of established county fallout monitoring stations. Surface mobile monitoring may be used to supply information, but this method cannot be used in areas of high radiation contamination. Under these conditions, aerial radiological survey can be of great value. Aerial monitoring will be used to survey large areas such as agricultural lands, transportation routes and lands surrounding essential facilities, and can be used as an indicator of general fallout conditions for planning operations. It will not be used as a substitute for fixed station or surface mobile monitoring operations because of limitations on accuracy of data inherent in aerial monitoring operations.

- E. The flow of radiological fallout information will be from the fallout monitoring station to the Local Police and Fire Communications Center which will collect all station reports within the political subdivision and transmit them to the County Emergency Operations Center (EOC). Information at County Emergency Operations Centers will be reported to the appropriate Civil Defense Area Emergency Operations Center which transmits county information to the State Civil Defense Emergency Operations Center. All RADEF reports required by the Defense Civil Preparedness Agency, Region Two are prepared and transmitted by the State Council of Civil Defense. The flow of information from higher to lower echelons of government will be transmitted down the line in a similar manner, namely from Federal to State to Area to County to Local.
- F. State and Federal RADEF resources will be provided where county capabilities are inadequate to cope with the radiological fallout situation.
- G. Appendix 1 provides an organization chart for the flow of RADEF information.
- H. Appendix 2 provides the procedure, format and frequency for RADEF reports.

VII. RESPONSIBILITIES

A. State Council of Civil Defense

1. Control and direction of radiological defense operations within the Commonwealth.
2. Guidance and assistance to State agencies and county governments in all matters pertaining to radiological defense.
3. Emergency distribution of RADEF operational sets and shelter radiation detection kits to State agencies and county civil defense organizations, if required during the increased readiness period.
4. Prepare fallout forecasts.
5. Prepare fallout plotting and analysis.
6. Direction and control of decontamination operations.
7. Evaluation of the radiological situation within the Commonwealth and furnishing appropriate guidance to State agencies and county governments.
8. Preparation of RADEF reports required by the Defense Civil Preparedness Agency, Region Two.
9. RADEF Staff operations at Civil Defense State and Area Emergency Operations Centers.
10. Radiological monitoring at Civil Defense State and Area Emergency Operations Centers.
11. Accelerated RADEF training, if required.

B. Pennsylvania Department of Environmental Resources, Bureau of Radiological Health.

1. Assignment of personnel to augment the RADEF staff at Civil Defense State and Area Emergency Operations Centers.
2. Operation of established radiological health facilities and equipment.

3. Conduct radiological monitoring.
4. Provide personnel trained as Radiological Defense Officers.

C. Pennsylvania State Police

1. Radiological monitoring at State Police Facilities.
2. Assignment of radiological monitors at State Police Facilities.
3. Provide personnel trained as radiological monitors.
4. Mobile monitoring operations during the postattack period as directed by the State Council of Civil Defense.

D. Pennsylvania Department of Transportation

1. Radiological monitoring at Maintenance District Offices and County Maintenance Sheds.
2. Assignment of radiological monitors at State Department of Transportation Facilities.
3. Provide personnel trained as radiological monitors.
4. Mobile monitoring operations during the postattack period as directed by the State Council of Civil Defense.

E. Pennsylvania Civil Air Patrol

1. Aerial radiological monitoring throughout the Commonwealth of Pennsylvania.
2. Assignment of aerial radiological monitors at designated State Aerial Radiological Monitoring Stations (Airports).
3. Provide personnel trained as aerial radiological monitors.
4. Conduct operations as directed by the State Director of State and Regional Disaster Airlift (SARDA). (See Annex U).

F. County Civil Defense

1. Control and direction of monitoring operations within the county:
 - a. Scheduled onstation monitoring and reporting.
 - b. Coordination of monitoring by all local political subdivisions during changing radiological and operational situations.
 - c. Reassignment of shelter monitors in support of recovery operations.
 - d. Radiation exposure control for monitors.
 - e. Planning and assignment of mobile (surface and/or aerial) monitoring and survey missions plus associated reporting systems and procedures.

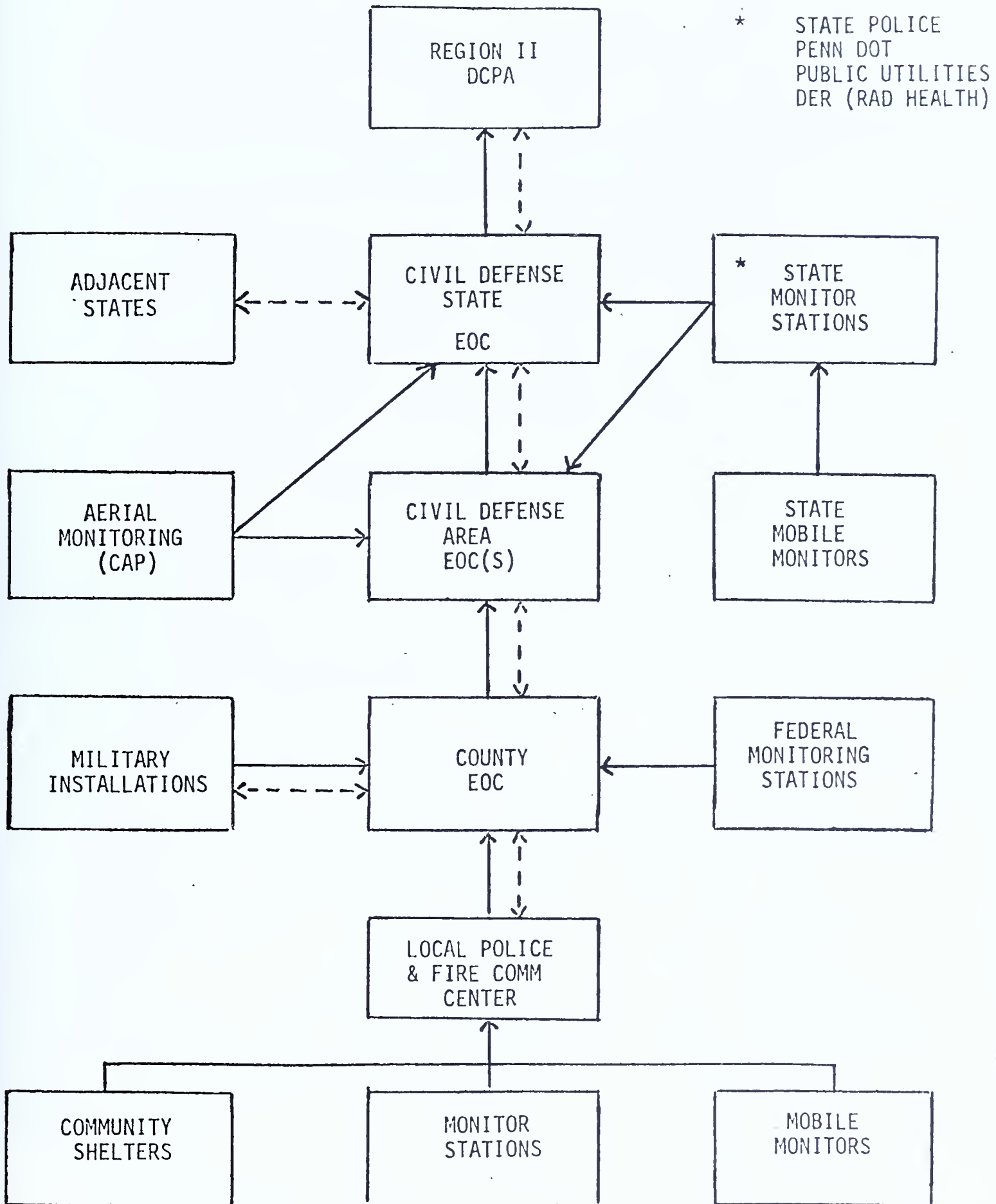
2. Emergency distribution of RADEF operational sets and shelter radiation detection kits to fallout monitoring stations and shelters, if required, during the increased readiness period.
3. Fallout forecasts
4. Fallout plotting and analysis.
5. Preparation of fallout advisories.
6. Direction and control of decontamination operations.
7. Evaluation of the radiological situation and direction or guidance concerning:
 - a. Relative hazards in various types of shelter.
 - b. Need for and feasibility of decontamination and/or remedial movement.
 - c. Shelter stay time.
 - d. Hazards associated with emergency operations (proposed and in progress).
8. Preparation of RADEF reports required by the State Council of Civil Defense.
9. Accelerated RADEF training when required.

VIII. LOGISTICS

- A. Radiological Defense equipment is issued to County Civil Defense organizations, State and Federal agencies, and military installations within the Commonwealth by the State Council of Civil Defense (State Radiological Equipment Inspection, Maintenance and Calibration Facility) based on a planned radiological defense program and training requirements.
- B. Under emergency conditions, equipment allocations will be made as specified in Paragraph A.3., Section VII, above.
- C. Licenses for DCPA Radiation Training Source Sets are issued by the United States Nuclear Regulatory Commission. Guidance for the care and handling of source sets is provided by the Defense Civil Preparedness Agency through the State Council of Civil Defense.

APPENDICES

- 1 – Organizational Chart for Flow of RADEF Information
- 2 – RADEF Reporting Procedure

ORGANIZATIONAL CHART FOR FLOW OF RADEF INFORMATION

PRIMARY REPORTING SYSTEM

-----COORDINATION AND EXCHANGE OF RADIOLOGICAL INFORMATION

APPENDIX II

ANNEX M

RADEF REPORTING PROCEDURE

I RADIOLOGICAL REPORTING PROCEDURE FROM FALLOUT MONITORING STATION TO LOCAL POLICE AND FIRE COMMUNICATIONS CENTER

A. Types of Reports

1. The types of reports to be submitted by the fallout monitoring station to the Local Police and Fire Communications Center are as follows:
 - a. Operational Readiness Reports
 - b. Flash Reports
 - c. Dose Rate Reports
 - d. Accumulated Radiation Dose Reports
 - e. Special Reports

B. Operational Readiness Reports

1. In time of emergency, monitors at fallout monitoring stations or shelters selected for operational monitoring will submit to the Local Police and Fire Communications Center one operational readiness report as soon as one monitor has:
 - a. Reported for duty.
 - b. Inserted batteries in instruments.
 - c. Has performed instrument checks and determined they are operable.
2. The following brief message will be transmitted by telephone or radio:
 - a. Name of monitoring station.
 - b. Single word — operational.
3. If the operational readiness of a monitoring station changes, report such change immediately to the Local Police and Fire Communications Center. A change in operational readiness would occur if, for example, additional monitors reported for duty or instruments became inoperable.

C. Flash Reports

1. Each monitoring station will submit a Flash Report when the outside unsheltered radiation intensity reading reaches or exceeds 0.5 r/hr (yellow).

a. The report will be made by telephone or radio in the following format:

(1) Time – Local 24-hour time of reading 0.5 r/hr or greater. For example, 1:00 PM will be reported as “1300”.

(2) Name of monitoring station.

(3) Transmit the word “FALLOUT”.

D. Dose Rate Reports

1. The frequency of reporting from the fallout monitoring station to the Local Police and Fire Communications Center is the decision of the County Civil Defense Director. It is recommended that radiation intensities not be reported more often than once each hour (on the hour) unless there are radical changes which would be important for updated evaluation of the local radiological situation.

2. The report will be made by telephone or radio in the following format:

a. Time – Local 24-hour time of reading.

b. Name of monitoring station.

c. Dose rate in roentgens per hour (r/hr).

3. Dose rates which equal or exceed 1 r/hr will be reported to the nearest whole r/hr. For example, the rates 11.6 r/hr and 11.5 r/hr would be reported as 12 r/hr, but the rate 11.4 r/hr would be reported as 11 r/hr. When dose rates have diminished to readings below 1 r/hr, they will be expressed in tenths, hundredths, or thousandths of a r/hr. For example, 1/10 r/hr would be reported as .100 r/hr, 1/100 r/hr as .010 r/hr, and 1/1000 r/hr as .001 r/hr.

E. Accumulated Radiation Dose Reports

1. The outside unsheltered radiation dose reading will be reported by telephone or radio along with dose rate reports in the following format:

a. Time of total dose reading.

b. Name of monitoring station.

c. Dose rate in roentgens per hour (r/hr).

d. Dose in roentgens (r).

The Radiological Reporting Log in the Handbook for Radiological Monitors, FG-E-5.9 is recommended for use by the radiological monitor as a convenient way of recording the data as readings are taken. This handbook is a component of each Radiological Defense Operational Set (CD V-777) and Shelter Radiation Detection Kit (CD V-777-2) issued by the State Radiological Equipment Inspection, Maintenance and Calibration Facility. A small supply of these log forms (OCD Form 841) should be maintained at each fallout monitoring station.

F. Special Reports

1. In the event of a radiological situation changing to any degree that is not in general accord with predictions based on previously reported data, such changes will be reported by the fallout monitoring station immediately at the time of the observation.
2. Special reports shall follow the same general format as dose rate and dose reports insofar as practicable. It is expected that a brief explanation will be necessary to identify the reason for the change in the situation. Such reports must be according to the best judgement of the monitor in charge of the station, but it is anticipated that he will receive immediate attention, direction and guidance from the County RADEF Officer.

II RADIOLOGICAL REPORTING PROCEDURE FROM LOCAL POLICE AND FIRE COMMUNICATIONS CENTER TO COUNTY EMERGENCY OPERATIONS CENTER (EOC)

A. Types of Reports

1. The types of reports to be submitted by the Local Police and Fire Communications Center to the County Emergency Operations Center are the same as the reports required from each fallout monitoring station.
2. These reports will be consolidated for each fallout monitoring station in the local political subdivision. For small subdivisions, there will probably be a single station, and conversely, there may be at least a dozen stations in large cities, boroughs or townships.
3. The frequency and schedule for reporting will be as directed by the County Civil Defense Director in order to preclude overloading the communication facilities available in the Emergency Operations Center. The only exceptions to any reporting schedule are FLASH REPORTS and SPECIAL REPORTS which must be made immediately upon occurrence.

III RADIOLOGICAL REPORTING PROCEDURE FROM COUNTY EMERGENCY OPERATIONS CENTER (EOC) TO STATE AREA EMERGENCY OPERATIONS CENTER (EOC)

A. Types of Reports

1. The types of reports to be submitted by the County Emergency Operations Center to the State Area Emergency Operations Center are as follows:
 - a. Flash Reports
 - b. Change in Status Reports
 - c. Damage Reports
 - d. Nuclear Detonation (NUDET) Reports.

B. Flash Reports

1. Each County Emergency Operations Center will submit a Flash Report when the outside unsheltered radiation intensity reading reaches or exceeds 0.5 r/hr (yellow) in any political subdivision within the county.
2. The report will be made by the most expedient communications available in the following format:

- a. Time – Local 24-hour time of reading 0.5 r/hr or greater.
- b. Name of political subdivision.
- c. Transmit the words “FALLOUT-YELLOW.”

NOTE: Areas (political subdivisions) with no readings or readings less than 0.5 r/hr are WHITE.

C. Change in Status Reports

1. Dose Rate (r/hr) Codes (see “DEFINITIONS” in Paragraph D, Section IV, above) will be used to report changes in the degree of feasibility for conducting survival and immediate operations.
2. A report will be made to the State Area Emergency Operations Center at any time when there is a change in the status of these codes.
3. The code reported will be the average dose rate (r/hr) reading for all readings (stations) reported in a given political subdivision at any given time.
4. The report will be submitted in the following format:
 - a. Time – local 24-hour time of change in status.
 - b. Name of political subdivision.
 - c. Transmit the following words for the meanings indicated:
 - (1) “FALLOUT-RED” – Dose rate 50 r/hr or greater.
 - (2) “FALLOUT-YELLOW” – Dose rate 0.5 r/hr or greater, but less than 50 r/hr.
 - (3) “FALLOUT-WHITE” – Dose rate less than 0.5 r/hr.

D. Damage Reports

1. Damage reports will be submitted as observed to the State Area Emergency Operations Center and include the following information:
 - a. Time of observation.
 - b. Location of damage.
 - c. Type of damage (structural, fire, casualty).

E. Nuclear Detonation (NUDET) Reports

1. NUDET reports will be made to the State Area Emergency Operations Center when a NUDET is sighted and include the following information:
 - a. Time of sighting.
 - b. Location of person making sighting.

- c. Directional description of NUDET: Example: 50 miles northwest of a specific local political subdivision.
- d. Severity of damage and fire, if known.
- e. Perimeters of damage and fire, if known.
- f. Type, if known (Air or Surface burst).
- g. Approximate distance from observer's location.
- h. Observed direction of cloud drift.

IV RADIOLOGICAL REPORTING PROCEDURE FROM THE STATE AREA EMERGENCY OPERATIONS CENTER TO THE STATE EMERGENCY OPERATIONS CENTER

A. Types of Reports

- 1. All reports received from counties under the jurisdiction of the State Area Headquarters will be consolidated and transmitted to the State Emergency Operations Center.

V RADIOLOGICAL REPORTING PROCEDURE FROM THE STATE EMERGENCY OPERATIONS CENTER TO THE DEFENSE CIVIL PREPAREDNESS AGENCY, REGION TWO

A. Types of Reports

- 1. All RADEF reports required by the Defense Civil Preparedness Agency, Region Two will be prepared and transmitted by the State Emergency Operations Center pursuant to the requirements and schedule in the current DCPA Region Two "Regional Emergency Operations Plan".

ANNEX P
Salvation Army Services

ANNEX Q
Police Services

ANNEX R
Fire Services

ANNEX N
Public Information

ANNEX O
Red Cross Services

COMMONWEALTH OF PENNSYLVANIA DISASTER OPERATIONS PLAN

ANNEX N

EMERGENCY PUBLIC INFORMATION

I. PURPOSE

To prescribe policies and procedures for the dissemination of official information and instructions to State, County and local government officials and to the citizens of the Commonwealth through all available communications media before, during, and after a natural, man-made, or war-caused disaster.

II. SITUATION

- A. Public Information is subject to rapid change during the threat of, and actual occurrence of a disaster; therefore, all news media personnel and other resources for disseminating public information should be readied for maximum utilization.
- B. The public is prone to accept as valid, rumors, hearsay and half-truth information that may cause panic, fear, and confusion. This must be considered in the conduct of day-to-day information programs. What is done now to change this undesirable public trait will influence the reception and attitudes toward information that is issued in an actual emergency.
- C. Unlike general information per se, emergency information directs actions, gives instructions, and transmits direct orders from existing authority aimed at saving lives and minimizing damage. This annex describes policies, procedures and the organization for emergency public information at each level of government.

III. MISSION

To maintain through all available communications media a continuous flow of information and instructions before, during, and after a disaster to provide the public with full knowledge of:

- A. The existing situation in the threatened or disaster area.
- B. The actions being taken by governmental authorities.
- C. The actions to be taken by the populace to reduce risks to life and property and to expedite recovery.

IV. ORGANIZATION

- A. The Governor or the Press Secretary of the Governor will initially release all information concerning a disaster. Upon the direction of the Governor, or his Press Secretary, the public information function will pass to the Director of the State Council of Civil Defense who may further delegate the function to the State Council Information Officer.

- B. The State Council of Civil Defense is located in the Emergency Operations Center in Room B-151, Transportation and Safety Building, Harrisburg. The general telephone number is 717-783-8150 (State Network 443-8150).
- C. Designated State agencies will furnish professionally qualified personnel to supplement the State Council Information Office, if required. This procedure has the concurrence of all State agencies.
- D. Public Information Officers assigned to the three Civil Defense Area Headquarters operate from the Emergency Operations Centers located at:

Eastern	Central	Western
Hamburg Center Hamburg, PA 19526	Selinsgrove Center Selinsgrove PA 17870	Indiana University of PA Indiana, PA 15701
215-562-3003	717-374-2055	412-357-2990
- E. Public Information is a staff function of each County and local Civil Defense Organization. Personnel designated for this function will operate from their respective County or local Emergency Operations Center.

V. RESPONSIBILITIES

- A. State Council of Civil Defense Information Officer
 - 1. Advise the Director of Civil Defense on all matters pertaining to public affairs and emergency information.
 - 2. Receive, compile, and prepare authoritative information on all phases of disaster planning and operations for evaluation and release.
 - 3. Coordinate the release of disaster related information with other agencies of the State and the Federal government.
 - 4. Keep the Governor or the Press Secretary to the Governor informed.
 - 5. Maintain current lists of radio stations, television stations, and newspapers to be utilized for public information releases.
 - 6. Maintain a briefing room for media representatives in the space provided in the vicinity of the State EOC.
 - 7. Prepare media releases and explanatory information for transmission to the media and for handout to media representatives who visit the State Council of Civil Defense.
- B. State Agencies

State agencies possessing the capability are to be prepared, on request, to furnish professionally qualified personnel to augment the State Council of Civil Defense Information Office.
- C. Civil Defense Area Directors
 - 1. Establish an area information center as required.

2. Receive, evaluate and transmit information of media interest to the State Council of Civil Defense Information Officer.

D. County and Local Governments:

1. Assist State and Area Directors of the State Council of Civil Defense, or their information officers, in the dissemination of public information.
2. Establish procedures for the flow of information to the public in a disaster, including providing input to the area Emergency Broadcast System when activated.
3. Maintain lists of newspapers, radio and television stations within their jurisdiction including names and the telephone numbers of key personnel as alerting points of contact.
4. Publicize the telephone number of an information officer where official disaster information can be obtained by the public.

VI. CONCEPT OF OPERATIONS

- A. War-Caused Disasters — Information Officers at State, Area, and County and local government levels will take action, as appropriate, during each phase of a war-caused disaster as outlined below:

1. Normal Operations:

Carry out a program of pre-attack public information designed to:

- a. Build confidence and good will in civil preparedness
- b. Educate citizens to alert signals and the importance and details of the Community Shelter Program.
- c. Increase understanding of individual responsibilities, actions and duties when disaster plans are placed into operation.
- d. Coordinate Emergency Public Information plans with other emergency programs.
- e. Orient State Council staff members, other State Agencies and news media personnel on Emergency Public Information policies, plans and procedures.

2. Increased Readiness

- a. Disseminate instructions to the public through all available media as news releases are announced by responsible governmental officials.
- b. Meet with, or send release to, news media to review emergency public information plans and procedures.
- c. Check radio and television stations to insure they can relay or transmit information from EOC to the public in a fallout environment.
- d. Releases should prepare the people to:

- (1) Accept the conditions a disaster may impose upon them.

- (2) Understand that plans exist for emergency relief for the State and its political subdivisions.
 - (3) Understand:
 - (a) Individual responsibilities, actions and duties when the plans are placed in operation.
 - (b) How they will receive emergency instructions.
 - e. Issue releases announcing preliminary steps for increasing readiness. Important information will include:
 - (1) Alert and survival information.
 - (2) Intelligence and fallout predictions.
 - (3) Lodging, feeding and registration instructions.
 - (4) Movement to shelter (CSP Information).
 - (5) Self-protection instructions.
 - f. Activate Area or local information centers, as applicable.
3. Emergency Operations
- a. Relay instructions on measures which would save lives.
 - b. Receive and disseminate weapons effects information and radiological fallout forecasts.
 - c. Maintain a flow of official news and information to sustain morale (this is particularly important during the "In-Shelter" Phase).
4. Post Attack Recovery
- a. Evaluate information obtained from all levels. This information, when compiled and edited, will become part of the continuous flow of information to the general public. Releases will give estimates of the situation, and reassurance that everything possible is being done to alleviate the situation.
 - b. Provide full knowledge of:
 - (1) The existing situation in the disaster area.
 - (2) The actions being taken by governmental authorities to include decisions, recommendations and instructions.
 - (3) The actions to be taken by the public to implement the decisions, recommendations and instructions.
 - c. Supervise the dissemination of all survival information and instructions.
 - d. Supply information received relating to radioactive fallout areas, revised plans,

extent of damage (within the limit of security) and other information as it becomes available.

- e. Designate priorities for press releases.
 - f. Disseminate lists of surviving injured, their location and the names of the known dead, as certified by the health service.
 - g. Continue broadcasting over EBS and use any remaining broadcast facilities available as soon as EBS restrictions have been lifted.
 - h. Inform the general public where they can go for various types of assistance.
- B. Natural and Man-Made Disasters – Information Officers at State, Area and County and local government levels will take actions, as appropriate, during each phase of a disaster as outlined below:

1. Normal Operations

Carry out a program of public information designed to:

- a. Build confidence in an understanding of disaster preparedness.
- b. Educate citizens to the importance of disaster preparedness actions.
- c. Increase understanding of individual responsibilities, actions and duties when disaster plans are placed in operation.
- d. Coordinate Emergency Public Information plans with other emergency programs.
- e. Orient State Council staff members, other State Agencies and news media personnel on Emergency Public Information policies, plans and procedures.
- f. Activate Area, County and local information center, as applicable.

2. Increased Readiness

- a. Disseminate instructions to the public through all available media as news releases are announced by responsible governmental officials.
- b. Meet with, or send release to, news media to review emergency public information plans and procedures.
- c. Check radio and television stations to insure they can relay or transmit information from EOC to the public in a disaster environment.
- d. Releases should prepare the people to:
 - (1) Accept the conditions a disaster may impose on them
 - (2) Understand that plans exist for emergency relief for the State and its political subdivisions.
 - (3) Understand:

- (a) Individual responsibilities, actions and duties when the plans are placed in operation.
 - (b) How they will receive emergency instructions.
- e. Issue releases announcing preliminary steps for increasing preparedness.
- 3. Emergency Operations
 - a. Relay instructions on measures which will save lives, protect safety and health, and minimize property damage.
 - b. Maintain through all available media a flow of official news and information to keep the public informed of the disaster situation.
- 4. Recovery
 - a. Provide full knowledge of:
 - (1) The existing situation in the disaster area.
 - (2) The actions being taken by governmental authorities to include decisions, recommendations and instructions.
 - (3) The actions to be taken by the public to implement the decisions, recommendations and instructions.
 - b. Supervise the dissemination of all survival information and instructions.
 - c. Supply information received relating to extent of damage and other information as it becomes available.
 - d. Designate priorities for press releases.
 - e. Publish lists of surviving injured, their location and the names of the known dead, as certified by the health service. Every effort will be made to notify next of kin prior to making public the names of the dead. Casualty information will be disseminated in accordance with the well-being and morale of the populace.
 - f. Inform the citizens where they can go for various types of disaster relief assistance.
- 5. Presidential Declaration
 - a. In a presidentially declared major disaster, or emergency, public information concerning Federal assistance and the location and operations of the Disaster Assistance Centers is the responsibility of the Public Information Officer on the Federal Coordinating Officer's staff.
 - b. State Council Information Officer and County and local government Information Officers will assist the Federal Public Information Officer to the maximum extent possible in the dissemination of disaster assistance information.

VII CRITERIA FOR PRODUCTION AND RELEASE OF EMERGENCY PUBLIC INFORMATION

A. Basic Principles for Public Information

1. Should be directed primarily at minimizing injury and saving lives of individuals, and secondarily, minimizing property damage.
2. Should alert the public to provide ample time to get ready if a possible disaster is approaching.
3. Should be stepped up to "Saturation level" if a crisis appears probable and imminent.
4. Should prevent panic by being calm, authoritative and clear.
5. During the crisis, should continue at "saturation level" to reassure the public and to minimize injury and loss of life.
6. After the crisis has passed, should inform the populace of each locality what is being done to restore emergency public services.
7. Should urge and instruct the public to stay in shelter, in safety, and not get in the way of the rescue teams in the disaster areas.
8. After it is safe for the public to leave shelter, provide information on how to request or get help (if needed) from the various rescue and relief services (police, Red Cross, governmental relief agencies, etc.)
9. Avoid rumors, hearsay, and half-truths that may cause panic.

B. Guidelines for Quasi-Government and Private Cooperating Agencies

1. No news releases, statement, or communiques should be issued by any cooperating agency during a disaster which are at variance or contradict the official communiques issued by the Governor, other public officials, the State, County or Local Director of Civil Defense. Contradictory statements will only confuse the public and could lead to loss of lives.
2. News and information gathered by workers of cooperating agencies (Red Cross, Salvation Army, etc.) should be channeled to the State EOC as rapidly as possible, to be combined by the State Council of Civil Defense with the information flowing in from other sources in order to arrive at a basis for the Director of Civil Defense to advise the Governor and other public officials.
3. Along with factual information, suggestions for constructive actions to be taken by the State Council of Civil Defense will be welcome.
4. The State EOC will send back to the cooperating agencies all information received by the EOC from other sources which can be of help to these relief agencies.

VIII SUPPORT

A. Agreements — Support agreements and liaison arrangements with other State agencies, quasi-government and private cooperating agencies, and the news media will be the responsibility of the State Council of Civil Defense Information Officer.

B. Staffing

1. Other State agencies will be required to furnish professional qualified personnel to supplement the State Council Information Office. This procedure has the concurrence of all State agencies.

2. To the extent practicable, the following sections will be activated:
 - a. Press Section
 - b. Radio-Television Section
 - c. Special Project Section
3. Professional newspaper, radio and television, and public relations personnel will be utilized to the maximum degree possible to staff the above sections.

ANNEX P
Salvation Army Services

ANNEX Q
Police Services

ANNEX R
Fire Services

ANNEX S
Highway Operations

ANNEX O
Red Cross Services

COMMONWEALTH OF PENNSYLVANIA
DISASTER OPERATIONS PLAN

ANNEX O

RED CROSS SERVICES

I. REFERENCES

- A. Memorandum of Understanding between the Defense Civil Preparedness Agency and The American National Red Cross, March 1973.
- B. Memorandum of Understanding between the Federal Disaster Assistance Administration and The American National Red Cross, rev. October 1973.
- C. Statement of Understanding between the Commonwealth of Pennsylvania and The American National Red Cross, rev. February 1975.

II. SITUATION

- A. The American National Red Cross is chartered by Congress to undertake relief activities for the purpose of mitigating human suffering caused by disasters. Such aid is not dependent upon a Presidential or other Federal disaster declaration, but is provided regardless of the size of the catastrophe or disaster incident.
- B. In war-caused situations, the American National Red Cross will use its facilities and personnel to support and assist welfare and emergency operations of the Defense Civil Preparedness Agency to the extent possible, while carrying out its other essential responsibilities and assignments.
- C. The Red Cross will cooperate and coordinate with all agencies, public and private, at the local, state and national level, whose activities are directed toward the alleviation of disaster-caused suffering.

III. MISSION (FUNCTIONS)

The American National Red Cross will provide disaster assistance in accordance with the Statement of Understanding between the Commonwealth of Pennsylvania and the American National Red Cross. The Red Cross will provide any or all of the following services.

A. Preparedness Measures

- 1. Recruit and train disaster volunteers.
- 2. Assist the State Council of Civil Defense in disseminating warning of approaching or impending disasters.
- 3. Assist in movement and storage of household furnishings.
- 4. Assist in warning, rescue and evacuation of people.

5. Provide emergency information concerning welfare of evacuees.

B. Emergency Response

1. Provide damage assessment surveys of affected areas.
2. Establish and administer mass care centers – provide medical and nursing coverage.
3. Provide food at fixed and mobile feeding stations.
4. Augment resources of public health and hospital facilities by recruiting additional physicians and nurses.
5. Establish first aid stations.
6. Assist in transporting the sick and injured.
7. Assist in securing additional medical supplies.
8. Provide whole blood and its derivatives.
9. Meet the immediate needs of persons requiring food, clothing, essential household furnishings and other basic needs.
10. Provide welfare and inquiry service on a continuing basis.

C. Recovery Assistance

1. Without a Presidential declaration of major disaster the Red Cross will provide recovery assistance in disaster caused needs that are beyond the resources of the family which it actually needs to resume normal family life in the home and community. Disaster caused need, not loss, is the basis for assistance. Dependent on needs and resources available, assistance will be:
 - a. Food, clothing, and other maintenance, until the family income is restored or other regularly constituted benefits are obtainable in the community.
 - b. Emergency shelter and temporary housing up to thirty (30) days following a disaster or until other resources are available to meet the need.
 - c. Repair or rebuilding of owner-occupied homes and other essential structures.
 - d. Household furnishings through purchase of basic items essential to family living.
 - e. Medical and nursing care for those injured or made ill because of the disaster, or whose condition is aggravated by the disaster.
 - f. Occupational supplies and equipment.
2. After a Presidential declaration of a major disaster, programs under the Disaster Relief Act of 1974 are made available and individuals are eligible for immediate and recovery assistance through agencies such as SBA, FHA and HUD. Red Cross will assist federal and state disaster relief coordinators in the establishment and operation of Disaster Assistance Centers (See Annex A, Disaster Recovery Plan)

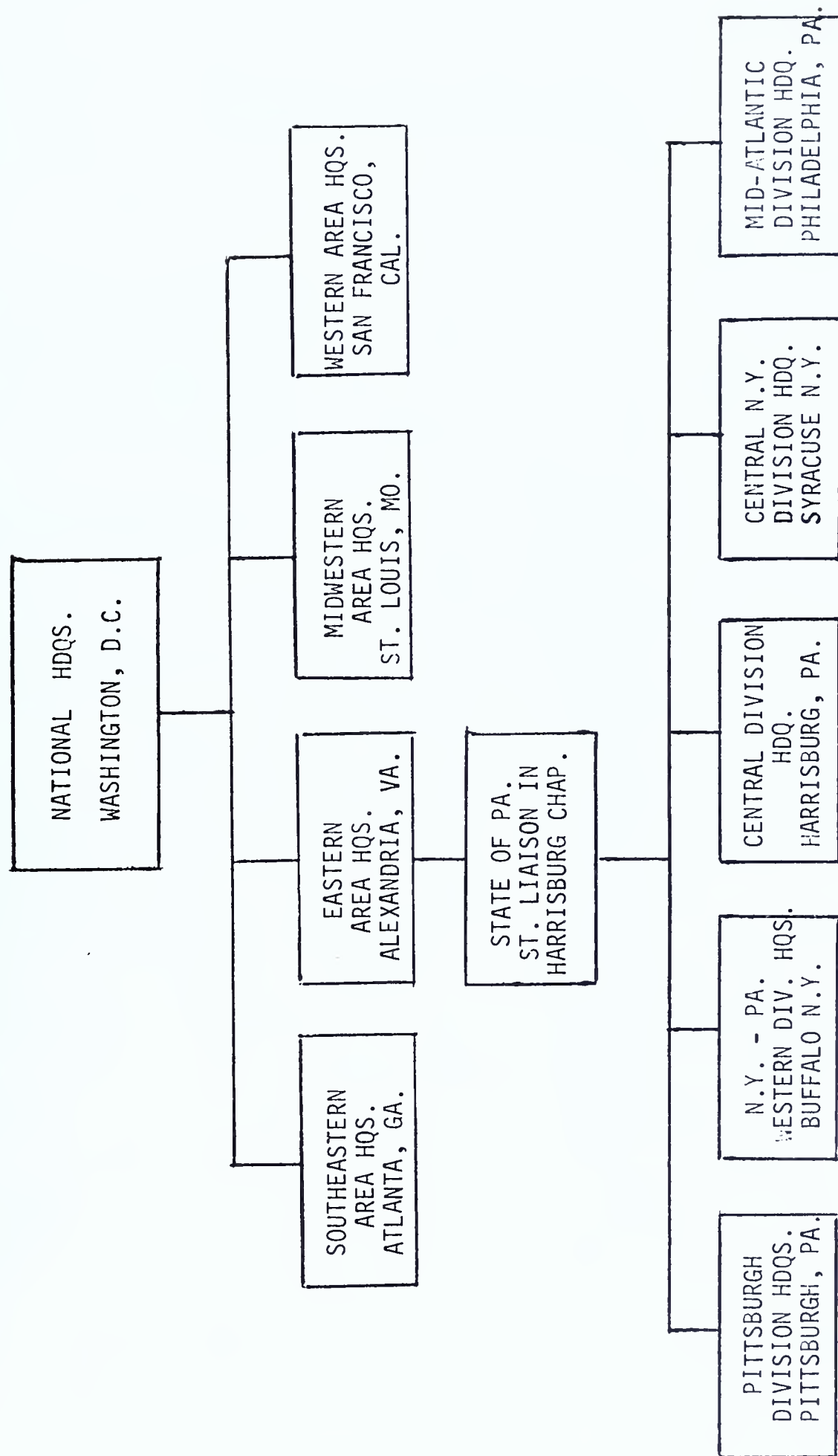
IV. ORGANIZATION

- A. Organization structure of the Red Cross is shown in Appendices 1 and 2. This structure is confined to the divisions and chapters within the Commonwealth and their relationship to Eastern Area and National Headquarters. If additional staff and volunteers are needed they are recruited throughout the United States. Currently five divisions and eighty-nine chapters serve Pennsylvania.
- B. Local preparedness planning by Red Cross divisions and chapters will be coordinated with appropriate Civil Defense officials and be based on:
 - 1. The use of active volunteers who are participating in ongoing programs.
 - 2. Planning for full utilization of community groups and agencies on a cooperative basis.
 - 3. Coordination of activities with local government officials.
 - 4. The use of all resources (private and governmental) at the State and National level.
- C. To meet the above objectives the Red Cross will urge all chapters within the Commonwealth to recruit, train and make available its staff and volunteers to county and local government and to the State Council of Civil Defense.
- D. The Red Cross provides representatives to the State and Area Emergency Operations Centers upon the activation of the Centers.

APPENDICES

- 1. ANRC Organizational Chart
- 2. ANRC Organization of Chapters - Pennsylvania

DISASTER SERVICES



For Chapters within the Divisions see Appendix 2.

CENTRAL PENNSYLVANIA DIVISION
AMERICAN NATIONAL RED CROSS

Disaster Director:
717 234-3101

Division Manager: Miss Gwenellen Scupholm

Division Headquarters: Harrisburg Area Chapter
230 State Street
Harrisburg, Penna. 17101

PARTICIPATING CHAPTERS

LOCATION

Adams County	Gettysburg
Bellefonte	Bellefonte
Cumberland County	Carlisle
Eastern Clinton County	Lock Haven
Franklin County	Chambersburg
Fulton County	McConnellsburg
Hanover	Hanover
Huntingdon	Huntingdon
Lancaster County	Lancaster
Lebanon County	Lebanon
Lycoming County	Williamsport
Middletown	Middletown
Mifflin-Juniata	Lewistown
Milton	Milton
Moshannon	Philipsburg
Mount Union	Mount Union
Northumberland	Northumberland
Renovo	Renovo
Snyder County	Middleburg
State College	State College
Sunbury	Sunbury
Tioga County	Wellsboro
Union County	Lewisburg
Waynesboro	Waynesboro
York County	York

Revised April 1976

**MID-ATLANTIC DIVISION
AMERICAN NATIONAL RED CROSS**

Disaster Director: James Hardeman
215 561-8200

Division Manager: Mr. Angelo F. Menna

Division Headquarters: Southeastern Pennsylvania Chapter
23rd & Chestnut Streets
Philadelphia, Pa. 19103

PARTICIPATING CHAPTERS

LOCATION

Berks County
Bethlehem
Bloomsburg
Bradford-Sullivan Counties
Carbon County
Carbondale-Forest City
Chester-Wallingford
Danville Area
Easton
Greater Berwick
Hazleton
Lehigh County
Lower Bucks County
Monroe County
Nanticoke-Newport
North Schuylkill
Scranton
Shamokin-Mt. Carmel
Southern Schuylkill
Wayne Pike
Wyoming County
Wyoming Valley

Reading
Bethlehem
Bloomsburg
Towanda
Lehighton
Carbondale
Chester
Danville
Easton
Berwick
Hazleton
Allentown
Langhorne
Stroudsburg
Nanticoke
Shenandoah
Scranton
Shamokin
Pottsville
Honesdale
Tunkhannock
Wilkes-Barre

Revised April 1976

ANNEX P
Salvation Army Services

ANNEX Q
Police Services

ANNEX R
Fire Services

ANNEX S
Highway Operations

ANNEX T
Transportation

ANNEX P
Salvation Army Services

ANNEX Q
Police Services

ANNEX R
Fire Services

ANNEX S
Highway Operations

ANNEX T
Transportation

**NEW YORK, PENNSYLVANIA – WESTERN DIVISION
AMERICAN NATIONAL RED CROSS**

Disaster Director: James F. Casey, Sr.
761 886-7500

Division Manager: Mr. Samuel T. Ingram, Jr.

Division Headquarters: Greater Buffalo Regional Chapter
786 Delaware Avenue
Buffalo, New York 14209

PARTICIPATING CHAPTERS	LOCATION
Bradford Area	Bradford
Cameron County	Emporium
Corry	Corry
Erie	Erie
Forest County	Tionesta
Franklin-Venango	Franklin
Galeton	Galeton
Girard Area	Girard
Johnsonburg	Johnsonburg
Kane	Kane
Meadville-Western Crawford County	Meadville
Oil City	Oil City
Port Allegany	Port Allegany
Potter County	Coudersport
Ridway	Ridgway
St. Mary's	St. Mary's
Smethport	Smethport
Titusville	Titusville
Warren County	Warren

Rev. Nov. 1976

**CENTRAL NEW YORK DIVISION
AMERICAN NATIONAL RED CROSS**

Disaster Director: Anna DiNatali
315 476-9071

Division Manager: Mr. Elton H. Fairbank

Division Headquarters: Syracuse and Onondaga County Chapter
636 South Warren Street
Syracuse, New York 13202

PARTICIPATING CHAPTERS	LOCATION
Susquehanna County	Montrose

Rev. April 1976

**PITTSBURGH DIVISION
AMERICAN NATIONAL RED CROSS**

Disaster Director: Malcolm Woodall
412 263-3100

Division Manager: Mr. E. Dale Jones

Division Headquarters: Pittsburgh-Allegheny Co. Chapter
200 Fourth Avenue
Pittsburgh, Pa. 15230

PARTICIPATING CHAPTERS

Armstrong County
Beaver County
Bedford
Blair County
Brookville
Butler County
Cambria Somerset
Chestnut Ridge
Clarion County
Clearfield
DuBois
Fayette County
Greene County
Indiana County
Lawrence County
Mercer County
Mon Valley
New Kensington
Punxsutawney
Vandergrift
Washington County
Westmoreland County

LOCATION

Kittanning
New Brighton
Bedford
Altoona
Brookville
Butler
Johnstown
Latrobe
Clarion
Clearfield
DuBois
Uniontown
Waynesburg
Indiana
New Castle
Sharon
Donora
New Kensington
Punxsutawney
Vandergrift
Washington
Greensburg

Revised November 1976

ANNEX P
Salvation Army Services

ANNEX Q
Police Services

ANNEX R
Fire Services

ANNEX S
Highway Operations

ANNEX T
Transportation

COMMONWEALTH OF PENNSYLVANIA
DISASTER OPERATIONS PLAN

ANNEX P

SALVATION ARMY SERVICES

I. REFERENCES

- A. Understanding Between the Defense Civil Preparedness Agency and the Salvation Army, DCPA Circular 73-9, November 26, 1973.
- B. Salvation Army Manual for Emergency Disaster Service; January 1972.

II. SITUATION

- A. The Salvation Army is a religious, charitable organization that by tradition serves to alleviate human distress during the emergency period of disaster. The Salvation Army is authorized to assist State, county and local governments in the preparation for and operations during time of crisis.
- B. Salvation Army aid to disaster victims is not dependent on a Presidential or other Federal disaster declaration, but is provided as determined by priority of need and availability of facilities, equipment and personnel.
- C. The Salvation Army is committed to provide disaster services in accordance with its own statement of purpose and agreements with the Federal, State, County and Local governments. Public Law 288, 93rd Congress acknowledges The Salvation Army's capability and experience as a "major disaster assistance agency."
- D. In war-caused situations, The Salvation Army will use its facilities and personnel to support and assist welfare type and other emergency operations activities of Federal, State, County and Local governments to the extent possible, while carrying out its other essential responsibilities and assignments.

III. MISSION

- A. The Salvation Army is nationwide in scope and renders comprehensive emergency disaster service within its capability. The Salvation Army can provide emergency disaster services such as:
 - 1. Services to disaster workers.
 - 2. Spiritual ministry
 - 3. Mass feeding
 - 4. Individual feeding
 - 5. Emergency shelter

6. Distribution of clothing, food, furniture and household supplies.

7. Registration and identification

- B. The Salvation Army does not give these services competitively nor with any thought of displacing other organizations, nor does it consider its resources and personnel adequate for the major task of long-term rehabilitation following a major war-caused disaster.

IV. ORGANIZATION AND FUNCTIONS

- A. Through its various local organizations, and with assistance of Divisional, Territorial and National Headquarters, The Salvation Army provides a range of emergency welfare services to individuals and families in disaster situations.
- B. The Salvation Army operates on a self-sustaining basis and assumes all administrative and financial responsibility in providing disaster relief services. However, it does not maintain a national relief fund and cannot conduct long-term rehabilitation services. The Salvation Army's services are primarily provided during immediate emergency periods.
- C. In time of war, the disposition and use of all possible Salvation Army resources, human and material, at State, County and Local levels, will be subject to prior agreements or understandings made between the appropriate governmental body and The Salvation Army.
- D. The Salvation Army has immediately available in many localities, housing and feeding facilities, radio equipped mobile canteens and various vehicles. Its personnel are experienced in disaster operations and qualified to recruit, organize and direct volunteer manpower for carrying out emergency disaster relief. It may also serve as a collection and distribution agency for food, clothing and other supplies.
- E. The Salvation Army works with Federal, State and local agencies including Civil Defense (County and Local) and with non-governmental agencies or groups in preparing for and carrying out emergency disaster services.
- F. The Salvation Army provides representatives to the Civil Defense State and Area Emergency Operations Centers upon activation of the Centers.

ANNEX U
Aviation

ANNEX O
Police Services

ANNEX R
Fire Services

ANNEX S
Highway Operations

ANNEX T
Transportation

**COMMONWEALTH OF PENNSYLVANIA
DISASTER OPERATIONS PLAN**

ANNEX Q

EMERGENCY POLICE SERVICES

I. SITUATION

- A. In time of disaster, the Pennsylvania State Police provides, within assigned jurisdictions, law enforcement, traffic control, and search and rescue, assisted by personnel of other designated State agencies.
- B. The Pennsylvania State Police coordinates search and rescue missions and evacuation, assisted by the Department of Military Affairs, Bureau of Aviation, Association of First Aid and Rescue Squads, Inc., and PA Ambulance and EMT Association and local law enforcement departments.

II. PURPOSE

- A. To set forth responsibilities and functions of the Pennsylvania State Police when conducting disaster relief operations.
- B. To identify agencies supporting the State Police which are:
 - 1. Bureau of Aviation – for all search utilizing Civil Air Patrol
 - 2. Department of Military Affairs – for air and ground search and rescue
 - 3. Pennsylvania Association of First Aid and Rescue Squads, Inc. – for ground search (Eastern PA only)
 - 4. Pennsylvania State Snowmobile Association – for general ground search and rescue
 - 5. Pennsylvania Ambulance and Emergency Medical Technicians Association
 - 6. Technical personnel of other State and Federal agencies when requested for specific mission assignments. (See Appendix 1)

III. CONCEPT OF OPERATIONS

- A. Redirection of emphasis in the use of existing resources of the State Police may be required in support of the overall effort of disaster relief.
- B. Responsibilities related to warning of disaster are outlined in Annex I, Warning.
- C. Law enforcement and traffic control missions, normally the responsibility of State Police within assigned jurisdictions, are basically unchanged except to require intensified effort at the disaster scene and in support of the disaster recovery effort.

- D. Search and rescue missions are a State Police responsibility supplemented as required by functional capabilities as shown on the chart in Appendix 2. The mission assignment is the location, identification and removal from the stricken area of the injured in need of medical treatment, the marooned, and the dead.
- E. Aerial searches will be coordinated by the State Police supported by the Department of Military Affairs and the Bureau of Aviation through the use of the Civil Air Patrol.
- F. Ground searches will be conducted primarily by the Pennsylvania Association of First Aid and Rescue Squads, Inc., and the Pennsylvania Snowmobile Association, under the direction of the State Police Area Commanders and supported by the Department of Military Affairs.
- G. Evacuation missions are coordinated by the State Police as required and conducted by local government officials to the extent of local capabilities.
 - 1. The implementation and Operational aspects of any evacuation plan must of necessity remain with the local governing officials.
 - 2. The State Police will assist with the coordination of such movements between political subdivisions.
- H. State Police will assist political subdivisions in law enforcement, traffic control and security in support of operations of Mobilization and Gateway Sites which are established to provide temporary emergency care for disaster victims. (See Appendix 4 to Annex A)

IV. ORGANIZATION

- A. Personnel of the Pennsylvania State Police are distributed among fifteen Troop Headquarters, the Turnpike Troop Headquarters and the Interstate Troop Headquarters. Appendix 3 is a map of Pennsylvania showing counties within each Troop Headquarters and the location of State Police Stations.
- B. Each Troop Headquarters will have primary operational responsibility for the State Police functions within its assigned geographical area.
- C. Each support organization will follow its operating procedures established for emergency situations and will function within its own internal organizational structure under the general direction of the State Police Supervisor at the scene.
- D. The State Police and support organizations will utilize established internal communications. Coordination of communications will be affected by use of a communications or command center staffed with representatives of each participating organization.
- E. The State Police will provide an emergency representative to the State and Area(s) Civil Defense Emergency Operations Centers upon notification of the activation of the EOC's, or upon request.

V. LOGISTICS

State Police personnel operating in a disaster situation will utilize State Police supplies and equipment. Supplemental personnel of other State agencies and quasi-public organizations will utilize supplies and equipment provided by their respective organizations.

APPENDICES

- 1 – Supporting Agencies
- 2 – Search and Rescue
- 3 – Pennsylvania State Police Location Map

SUPPORTING AGENCIES**A. Aviation Safety Investigator**

For incidents involving enforcement of aviation regulations, air traffic rules and investigation of accidents.

B. Bureau of Water Quality Management, DER

For incidents involving the discharge of a hazardous liquid, gasoline, fuel oil, etc., from a facility storage tank into surface waters.

C. Mental Health and Retardation, DPW

For incidents which involve mentally ill persons requiring emergency care.

D. Hazardous Substances Transportation Board, PennDOT

For highway accidents involving hazardous substances.

E. Bureau of Radiological Health, DER

For incidents or accidents involving radioactive substances.

F. State Council of Civil Defense

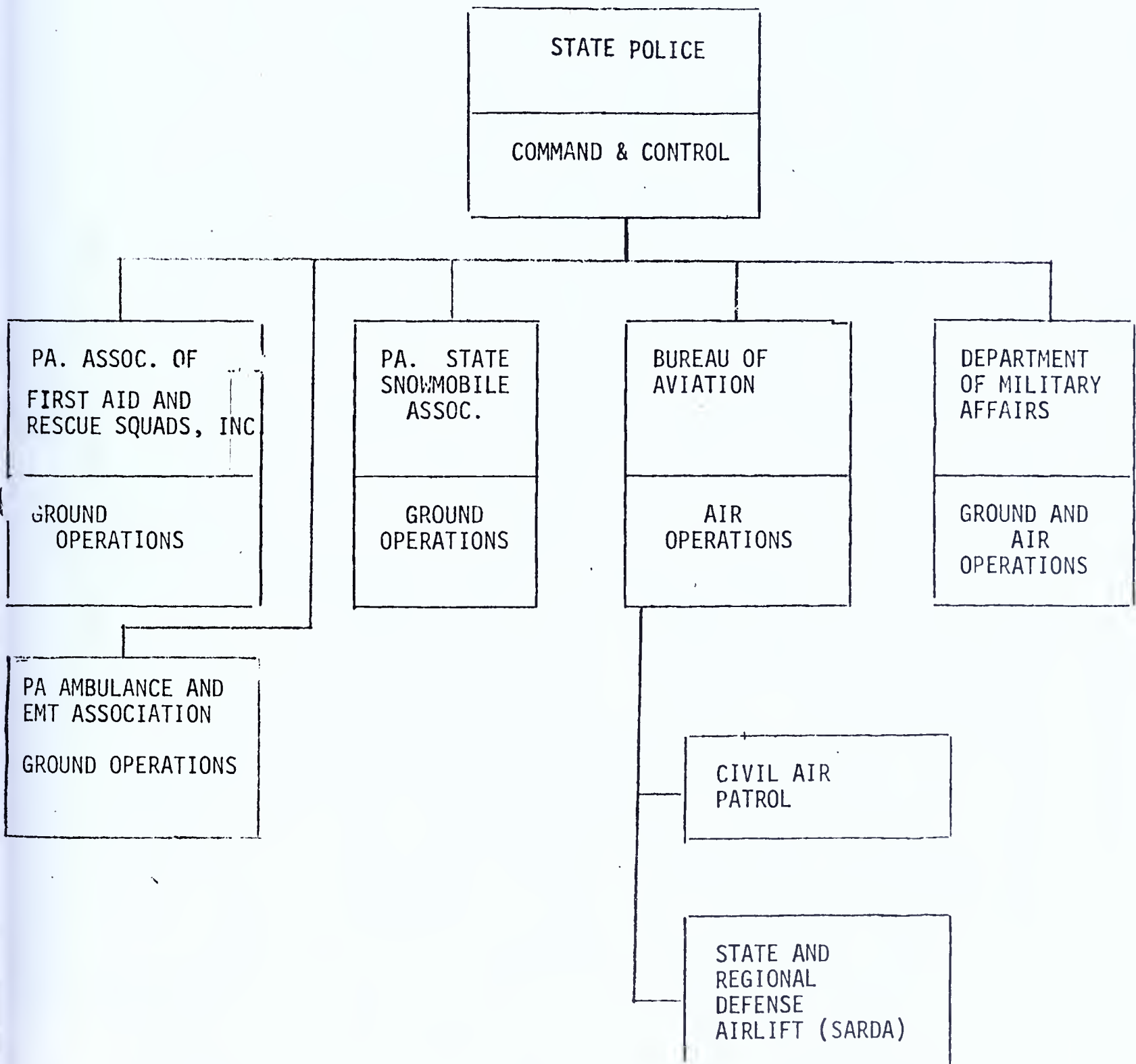
For incidents involving ice-jams, flooding and other natural disasters.

G. National Bomb Data Center, FBI

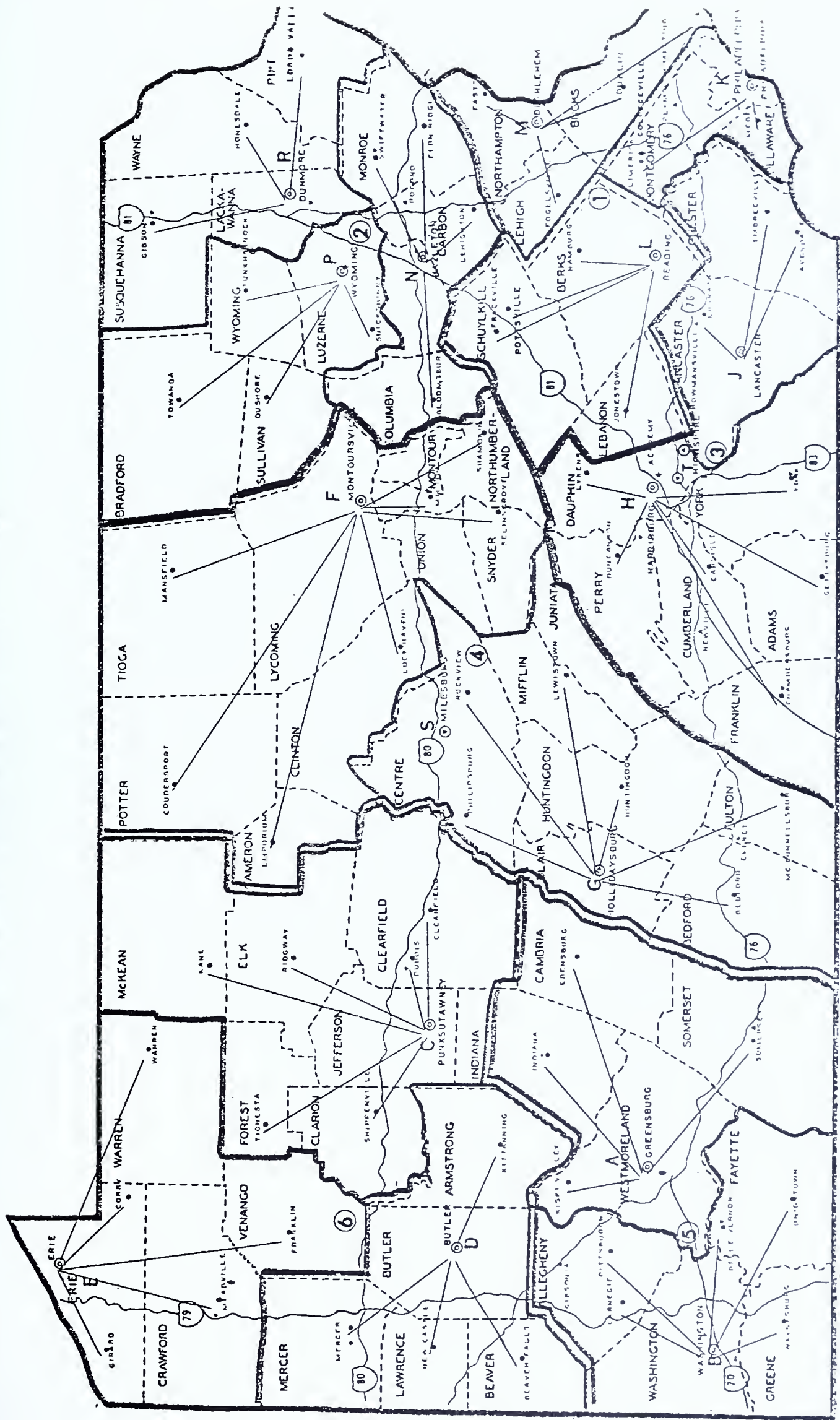
For technical information regarding explosive devices.

H. Explosive Ordinance Disposal, U. S. Army

For incidents involving unconfirmed bomb threats and bomb disposal.

SEARCH AND RESCUE, CONTROL AND FUNCTIONAL CAPABILITY

Pennsylvania State Police Location Map



Rev. 11-1-75

ANNEX U

Aviation

ANNEX V

Military Support

ANNEX R

Fire Services

ANNEX S

Highway Operations

ANNEX T

Transportation

ANNEX U
Aviation

ANNEX V
Military Support

ANNEX R
Fire Services

ANNEX S
Highway Operations

ANNEX T
Transportation

COMMONWEALTH OF PENNSYLVANIA
DISASTER OPERATIONS PLAN

ANNEX R

FIRE SERVICES

I. SITUATION

- A. Fires can result from disasters of natural or man-made causes in urban-suburban areas as well as in natural cover areas.
- B. Section 417, Public Law 93-288, authorizes the Administrator, FDAA, to provide assistance, including grants, to any State for the suppression of fire on publicly or privately owned forest or grassland which threatens such destruction as to constitute a major disaster. (See Annex P, Fire Suppression, Disaster Recovery Plan).
- C. Enemy-caused fires, from sabotage, incendiary weapons and blast and thermal effects of nuclear weapons would be a major destructive force in an attack upon the United States and would seriously impair survival and recovery activities. Urban fires under enemy attack would exceed the normal firefighting capability of organized fire departments and any effective reduction of fire damage would require extraordinary advance planning measures.

II. DEFINITIONS

- A. Fires
 - 1. Resulting directly or indirectly from enemy attack.
 - 2. Associated with natural or man-made disaster.
- B. Fire Service — Refers to Civil Defense organization Fire Service Staff Groups and to organized local, paid and volunteer, fire departments.
- C. Fire Defense — Preparations and operations by the Fire Service and other civil defense elements that are necessary to carry out assigned missions to prevent, contain, or curtail the destructive effects of fires.
- D. Urban — Areas under normal jurisdiction of organized fire departments in political subdivisions.
- E. Rural — Publicly or privately owned forest land, wild land, natural cover and crop land not under normal jurisdiction of organized local fire departments.

III. MISSION

- A. Provide for safety and welfare of the population and protection of property in disaster situations. The proper use of fire service resources can significantly reduce loss of life and property.
- B. Minimize fire damage to life and property from war and other disasters and preserve fire

fighting equipment and personnel for long-term use in those areas that service the initial mass fire destruction.

IV. ORGANIZATION

A. State

1. Urban fire services will be coordinated at the State level by the Director of Civil Defense.
2. Rural fire services will be coordinated at the State level by the State Forester.
3. Other State Agencies assigned fire related responsibilities are listed in Appendix 1.

B. Area

1. Civil Defense Area Directors will coordinate the fire services within their respective areas.
2. Functions will not include command of fire companies and fire departments in fire-fighting situations. The main function of Area Directors in fire-fighting operations involving war-caused and other disasters will be to locate and dispatch equipment, supplies and personnel where such assistance from established mutual aid plans among local fire fighting organizations is inadequate.

C. County and Local

1. Each county and local Civil Defense organization will have a Fire Services Staff Group, the head of which will be the Chief of the fire department of the political subdivision. Where there is more than one fire department in a political subdivision, a mutual agreement will be made as to the fire services coordinator for that subdivision.
2. The head of the Fire Service Group will supervise the planning and execution of fire defense measures within the political subdivision.

V. FUNCTIONS AND TASKS

A. Organized Fire Departments

1. Fire Service is based on organizations — local fire departments — whose normal function consists of emergency operations. These departments cover substantially all urban areas of the Commonwealth. Even with extensive mutual aid arrangements, the number of separate fires that can be handled simultaneously in any department's jurisdiction would be hopelessly inadequate for dealing with the vast number of fires that nuclear attack will produce.
2. Organized fire departments can only attempt to preserve a limited number of pre-selected installations that are vital to survival. All other fire-fighting will be done by the occupants of the buildings involved or by automatic extinguishing systems. The most important functions of Fire Service staffs at the Political Subdivision Level are: to impress these facts on householders, building owners and occupants; to provide the necessary training for self-protection fire-fighting; and to advise and assist in obtaining the necessary water supplies and fire-fighting equipment for self-protection.

B. Outside Support

FIRE RELATED RESPONSIBILITIES OF STATE AGENCIES

A. PA STATE POLICE FIRE MARSHALL DIVISION (787-6916)

1. Fire Prevention
2. Fire Investigations
3. Fire Menaces
4. Regulating and enforcing storage, use, sale and keeping of flammable and combustible liquids having flash points below 200 degrees F, but not applicable to refineries. (Exclusive of Philadelphia and Allegheny Counties)

B. DEPT. OF TRANSPORTATION HAZARDOUS SUBSTANCES TRANSPORTATION BOARD (787-7445)

Regulating and enforcing the transportation of hazardous substances by motor carriers over the highways of the Commonwealth.

C. DEPT. OF ENVIRONMENTAL RESOURCES

1. Bureau of Water Quality (787-2666)

Leakage of combustible and hazardous products into waterways or underground streams.

2. Division of Quarries and Explosives (787-2458)

Regulation and storage of explosives.

3. Division of Air Quality and Noise Control (787-9702)

Illegal burning causing air pollution

D. DEPT. OF EDUCATION (787-5820)

Fire safety education and drills. (Responsibility placed on local school districts)

E. PUBLIC UTILITY COMMISSION

1. Railroad Crossing Division (787-3434)

Railroad accidents

2. Bureau of Investigation and Enforcement (787-4095)

Gas pipeline safety.

F. DEPT. OF LABOR AND INDUSTRY

1. Bureau of Occupational and Industrial Safety (787-3323)

a. Accident Prevention Division (787-6669)

Investigation of industrial accidents

b. Boiler Division (787-2923)

(1) Regulating boilers and pressure vessels

(2) Regulating the storage and use of LP gas

c. Building Division (787-3806)

Inspection of public buildings for violations of Fire and Panic Regulations.

2. Bureau of Industrial Standards (787-6114)

Fire and Panic Regulations

a. Public and multiple occupant buildings

b. Exits, fire escapes, type of construction, fire extinguishers, fire alarms.

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ANNEX U
Aviation

ANNEX V
Military Support

ANNEX W
Welfare Services

ANNEX S
Highway Operations

ANNEX T
Transportation

**COMMONWEALTH OF PENNSYLVANIA
DISASTER OPERATIONS PLAN**

ANNEX S

HIGHWAY OPERATIONS

I. REFERENCES

- A. Chapter 6 (Transportation), National Plan for Emergency Preparedness.
- B. Pennsylvania Department of Transportation Plan for Highway Traffic Regulation in an Emergency.

II. SITUATION

- A. A nuclear attack or a major disaster will devastate one or more areas of the Commonwealth. Some highway sections will be destroyed beyond immediate repair while other sections will not be passable due to obstructions. In the case of nuclear attack, sections of highways will be rendered impassable by radioactive fallout.
- B. Heavy demands will be placed on the surviving usable highways for Civil Defense, military operations, and for restoration of industry and commerce which may exceed highway capacities.
- C. The organization for Emergency Highway Traffic Regulation (EHTR) for Pennsylvania was established by reference 1.B to provide for a system of traffic management and control of urgent movement by highway during an emergency declared by the Governor or the President.
- D. The EHTR organization (Federal or Nationally) is not expected to be in operation, nor is it designed to meet the chaotic conditions of local highway traffic during and immediately following a disaster. Police, augmented by other forces, will handle early congestion until EHTR is implemented.

III. DEFINITIONS

- A. Highway Network – the total system of highways, roads, streets, bridges tunnels and related facilities, including all toll facilities, regardless of administrative control within the Commonwealth of Pennsylvania.
- B. Emergency Highway Traffic Regulation – a system of traffic management and control devised to regulate the use of highways to expedite and facilitate movement by highway during a national emergency or a Commonwealth extreme emergency.
- C. Clear Routes – highways, roads and streets, or portions thereof, which are available to unrestricted use.
- D. Regulated Routes – specific highways, roads and streets, or portions thereof, on which traffic must be subjected to regulation because of hazardous conditions, or because they are needed for special uses, or they have insufficient capacity in relation to demand.

- E. Class A Regulated Routes – specific highways, roads and streets, or portions thereof, which lie within an area contaminated by radioactivity or other substances that are hazardous to the life and health of highway users. These routes may be used with special guidance, precautions, and practices.
- F. Class B Regulated Routes – specific highways, roads and streets, or portions thereof, which are temporarily reserved exclusively for a special purpose, such as military or Civil Defense movements.
- G. Class C Regulated Routes – specific highways, roads and streets, or portions thereof, which are determined to have, or which are expected to develop, critical capacity restrictions, and on which travel is generally limited to holders of “Road Use Permits.”
- H. Road Use Permit – a legal permit form used to authorize specific travel over a designated regulated route during a specified time.
- I. Areas of Unrestricted Travel – those areas designated as being safe for travel. Traffic regulated routes (Class B or Class C) may or may not be in effect.
- J. Traffic Regulation Posts – control points at each end of or along regulated routes, established for the purpose of controlling the flow of traffic onto or on the route, checking road use permits and advising vehicle occupants of any danger from radioactive fallout, other hazardous substances or obstacles.
- K. Liaison Representatives – members of the Federal Highway Administration (FHWA), First United State Army, the Pennsylvania State Police, and the State Council of Civil Defense representing their parent organization at EHTR centers.

IV. ASSUMPTIONS

- A. Hazards (radiation or natural) may be of such intensity as to curtail the operating capability of any EHTR District for an indefinite period of time.
- B. Radiation or natural detection and damage assessment capabilities will be required in each EHTR District.
- C. The State Council of Civil Defense (SCCD) Emergency Operations Center (EOC) will be activated prior to, or simultaneous with, EHTR.

V. ORGANIZATION

A. General

- 1. Emergency highway traffic regulation organization will be primarily based on the normal PennDOT organization, with the exception of the Area designation (Appendix 1).
- 2. The EHTR organization will be staffed by knowledgeable PennDOT personnel.

B. State EHTR Center

- 1. Operations and Coordination Elements (Appendix 1)
 - a. Operations

- (1) Staffed by members of PennDOT Central Office Emergency Planning Section.
- (2) Directs the activities of Area, District and County EHTR Centers.
- (3) Directs PennDOT operational activities in a disaster.
- (4) Directs and supervises highway traffic regulations on all highways within the Commonwealth of Pennsylvania.
- (5) Makes final determination on all matters concerned with highway regulations within established policy guidelines.
- (6) Coordinates with adjoining states.

b. Coordination

- (1) Staffed by PennDOT Central Office personnel.
- (2) Identify and solve public problems through direct contact with Area, District or County EHTR elements.
- (3) Coordinate Commonwealth inter-agency problems in obtaining aid related to PennDOT operations.

C. Area EHTR Centers

1. Established by State EHTR Center when two or more District EHTR Centers are activated, and staffed by PennDOT Central Office and PennDOT District Personnel.
2. Coordinates with adjoining Area EHTR Centers and directs the operations of District EHTR Centers within Civil Defense Area boundaries.
3. Area EHTR Centers are established at State Council of Civil Defense Area Emergency Operations Center locations when the Area EOC is activated.

D. District EHTR Centers

1. Established by the State EHTR Center on the recommendation of the District Engineer and staffed by personnel from the PennDOT District.
2. Coordinates with County EHTR Centers within District boundaries and directs the operations of the county, city and/or metropolitan Emergency Operation Centers.
3. District EHTR Centers are established at PennDOT Engineering District Offices (See Appendix 2).

E. County EHTR Centers

1. Established in PennDOT County offices as necessary and when directed by the District EHTR Center.
2. Staffed by PennDOT, county or local highway department and police personnel (when necessary).

F. EHTR Posts

1. Located and established on the roadside points of entry to regulated routes for the actual control of highway traffic.
2. Manned by police from State or local forces under the direction of the Commissioner of State Police.
3. Advises the traveling public concerning road conditions, relative to radioactivity or other hazards, obstructions and emergency routes.

G. Liaison Representatives

Liaison representatives of the military and State Council of Civil Defense may be assigned, as considered necessary at State, Area, District and County EHTR Centers and EHTR Posts.

VI. CONCEPT OF OPERATIONS

- A. The Emergency Highway Traffic Regulation Plan (Reference I.B.) will be activated:
 1. In a war-caused Civil Defense Emergency.
 2. In a peacetime disaster, when, in the opinion of the Governor, such measure is deemed necessary to protect the welfare and safety of the people of the Commonwealth.
- B. EHTR Centers will or may be operated, in time of a national emergency, by an organization consisting of personnel from PennDOT and liaison representatives from the State Council of Civil Defense, Pennsylvania State Police, First U. S. Army Headquarters, and the Federal Highway Administration.
- C. Emergency Highway Traffic Regulation will be exercised on routes only as traffic demand exceeds traffic capacity, and in restricted areas on routes where highway users must be protected from exposure to radioactive or other hazards.
- D. Civilian responsibility for highway traffic regulation will extend into theaters of military operations within the continental United States only when such action is requested by the military commander of the area.
- E. The concept of operation will be to identify limits of unrestricted travel and physical damage to highways and highway facilities. Maps of the State and adjoining states will be studied to identify which principal centers of population continue to have direct highway connection unrestricted by damaged or destroyed highways and bridges, radioactive fallout or other hazards. When direct highway connection is not available, the lengths of emergency routes through unrestricted areas will be determined. Times of travel and distances via such emergency routes will be compared with times of travel and distances via direct contaminated, damaged, or destroyed routes.
- F. When the Governor activates the Pennsylvania Emergency Highway Traffic Regulation Plan (Federal control not involved), EHTR operations will be conducted through Civil Defense Emergency Operations Centers.

VII. RESPONSIBILITIES

A. Federal Government

1. The Federal Government is committed to the principle of centralized control of all forms of transportation in a national emergency to assure priority for essential civil and military movements in the national interest.

2. In a national emergency, the Office of Emergency Transportation (OET) will have the responsibility for the establishment and control of national priority needs.

B. Federal Highway Administrator (FHWA)

1. The Federal Highway Administrator has overall responsibility for the administration of the EHTR program. He is assisted by the FHWA region and division engineer staffs.
2. The FHWA liaison representative assigned to the State EHTR Center will act as an advisor and will be responsible for:
 - a. Resolving problems of coordination between States, when necessary.
 - b. Processing requests received from OET for space on highways for interstate movements generated on the national level.
 - c. Keeping the division and region engineers informed on the situation as it pertains to highway and bridge conditions within the Commonwealth and the extent of EHTR.

C. First United States Army

1. Coordinating with the State EHTR Center on the procedures for processing movement requests submitted by the military and the issuance of Road Use Permits for Regulated Routes.
2. Assisting State and local authorities in the regulation of non Department of Defense highway movements on request and within their capabilities.

D. Department of Transportation

1. Regulation of highway traffic in an emergency on all highways within the Commonwealth, to include all public and toll roads, streets, bridges, tunnels, appurtenances, including the entire area within the right-of-way.
2. Implementing the Emergency Highway Traffic Regulation Plan.

E. State Council of Civil Defense

1. Requesting from EHTR, highway space or the temporary establishment of Regulated Route Class B.
2. Assisting State, Area, District and County EHTR Centers in regulation of non-Civil Defense highway movements.

F. Pennsylvania State Police

1. Establishing, staffing and operating highway traffic regulation posts and patrolling regulated routes.
2. Enforcing travel restrictions on Class A, Class B and Class C Regulated Routes

G. Pennsylvania Turnpike Commission

1. Regulating highway traffic in an emergency on the Pennsylvania Turnpike, under the control of the State EHTR Center.

2. Cooperating with and extending their services and facilities to assist PennDOT in regulating traffic on other highways as may be requested by the Secretary of Transportation.

H. Interstate Bridge Agencies

1. Pennsylvania is linked to New York and New Jersey by 30 bridges and 1 ferry which are operated by eight public and private agencies.
2. Cooperating with the tri-state (Pennsylvania, New York and New Jersey) EHTR organizations will assist in regulation of essential vehicular traffic during an emergency.

APPENDICES

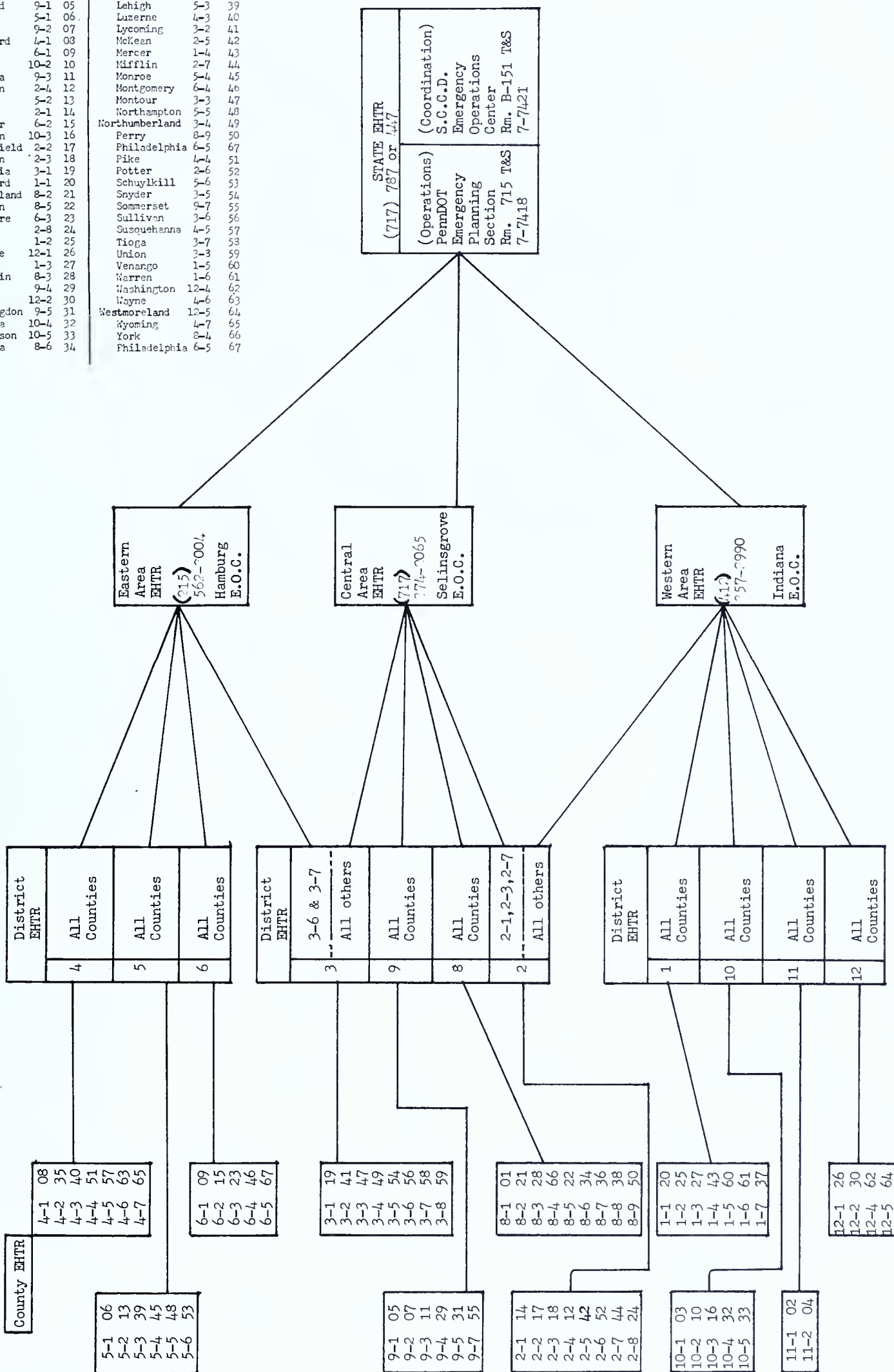
1 – Pa. Emergency Highway Traffic Regulation Organization

2 – Pa. Department of Transportation District Engineer Boundaries.

ANNEX U
AviationANNEX V
Military SupportANNEX W
Welfare ServicesANNEX X
Health ServicesANNEX T
Transportation

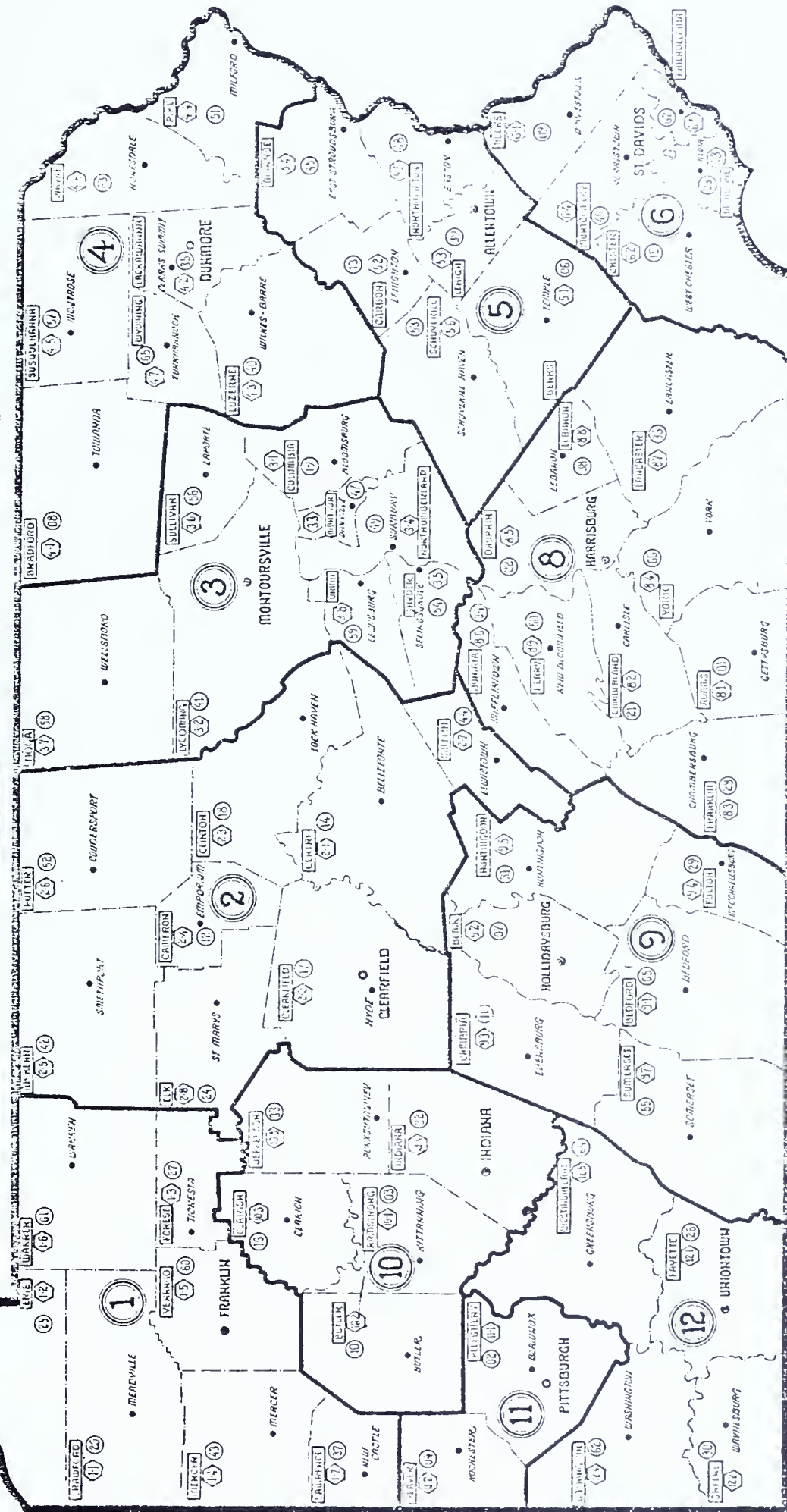
COMMONWEALTH COUNTIES

Adams	8-1	01	Lackawanna	4-2	35
Allegheny	11-1	02	Lancaster	8-7	36
Armstrong	10-1	03	Lawrence	1-7	37
Beaver	11-2	04	Lebanon	8-8	38
Bedford	9-1	05	Lehigh	5-3	39
Berks	5-1	06	Luzerne	4-3	40
Blair	9-2	07	Lycoming	3-2	41
Bradford	4-1	08	McKean	2-5	42
Bucks	6-1	09	Mercer	1-4	43
Butler	10-2	10	Mifflin	2-7	44
Cambria	9-3	11	Monroe	5-4	45
Cameron	2-4	12	Montgomery	6-4	46
Carbon	5-2	13	Montour	3-3	47
Centre	2-1	14	Northampton	5-5	48
Chester	6-2	15	Northumberland	3-4	49
Clarion	10-3	16	Perry	8-9	50
Clearfield	2-2	17	Philadelphia	6-5	67
Clinton	2-3	18	Pike	2-6	51
Columbia	3-1	19	Potter	2-6	52
Crawford	1-1	20	Schuylkill	5-6	53
Cumberland	8-2	21	Snyder	3-5	54
Dauphin	8-5	22	Somerset	2-7	55
Delaware	6-3	23	Sullivan	3-6	56
Elk	2-8	24	Susquehanna	4-5	57
Erie	1-2	25	Tioga	3-7	58
Fayette	12-1	26	Union	3-3	59
Forest	1-3	27	Venango	1-5	60
Franklin	8-3	28	Warren	1-6	61
Fulton	9-4	29	Washington	12-4	62
Greene	12-2	30	Wayne	4-6	63
Huntingdon	9-5	31	Westmoreland	12-5	64
Indiana	10-4	32	Wyoming	4-7	65
Jefferson	10-5	33	York	2-4	66
Juniata	8-6	34	Philadelphia	6-5	67

EHTR POSTS
(where necessary)



- DISTRICT ENGINEERS - 1977**
- 1 RICHARD T. FOX
 - 2 BRUCE E. SPEEGLE
 - 3 KEN C. LARSON Jr.
 - 4 JOHN M. FINN
 - 5 A. VICTOR CESARE
 - 6 JOSEPH P. SYKONIS
 - 8 ROBERT L. KELLER
 - 9 ROBERT S. KOPITNIK
 - 10 JAMES A. BYRON Jr.
 - 11 ANTHONY J. GAETA
 - 12 JOHN L. SOKOL
- * ACTING STATUS



ENGINEERING DISTRICT DATA

1	GALENA OFFICE BLDG. 1140 LIBERTY ST. FRANKLIN, PA. 16803 TEL. (814) 437-5711 [8-659]	4	JOHN H. HIGGINS DUHIMORE, PA. 15703 TEL. (717) 961-4061 [8-459-4061]	10	PHILADELPHIA INTERSTATE OFFICE 1400 SPRING GARDEN ST. PHILADELPHIA, PA. 19106 TEL. (215) 596-1100 [8-355]
2	1924 - 30 DRAIS ST. CLEARFIELD, PA. 16830 TEL. (814) 765-5361 [8-476]	5	1715-41 LEHIGH ST. ALLENTOWN, PA. 18105 TEL. (610) 821-6623 [8-378]	11	4 PHARMACY CENTER 875 GLENNVIEW RD. PITTSBURGH, PA. 15220 TEL. (412) 565-2555 [8-645]
3	715 JOSEPH AVE. MONTICELLO, PA. 17754 TEL. (717) 368-8665 [8-478]	6	200 RADFORD-CHESTER ROAD ST. DAVIDS, PA. 15007 TEL. (215) 697-1600 [8-322]	12	PO BOX 459 UNIONTOWN, PA. 15780 TEL. (412) 437-2871 [8-652]

ENGINEERING DISTRICTS

ENGINEERING DISTRICT OFFICE
ENG. & MAINT. OFFICE OFFICE
MAINTENANCE DISTRICT OFFICE
MAINTENANCE DISTRICT OFFICE

COUNTY NUMBER

8 9 10 11 12

ANNEX U
Aviation

ANNEX V
Military Support

ANNEX W
Welfare Services

ANNEX X
Health Services

ANNEX T
Transportation

COMMONWEALTH OF PENNSYLVANIA
DISASTER OPERATIONS PLAN

ANNEX T

EMERGENCY TRANSPORTATION

I. REFERENCES

- A. Defense Civil Preparedness Agency Circular 73-10, subject: Memorandum of Understanding with the National Defense Transportation Association.
- B. State Council of Civil Defense Act of 1951, Pamphlet Laws 28, as amended.

II. SITUATION

- A. During periods of Increased Readiness (Annex J) or immediately following an emergency, there may be a heavy demand for transportation to move people, supplies, records and equipment to minimize loss of life and property and to insure continuity of government.
- B. Anticipated demand for emergency transportation service requires a coordinating agency to implement State-wide emergency transportation plans and to maintain liaison with the transportation industry. The Pennsylvania Department of Transportation is designated as the State agency responsible for overall coordination of emergency transportation service.
- C. Emergency transportation service during a war-caused emergency or major national disaster is covered in this Annex; emergency public transportation needs resulting from natural disasters are covered in Annex Q, Disaster Recovery Plan.
- D. Emergency air transportation is covered in Annex U, Aviation Support in an Emergency.

III. DEFINITIONS

- A. Transportation – the service, equipment and facilities provided by all systems and modes for moving people and things from place to place.
- B. Control – Directing, guiding and/or allocating or re-allocating the use of transportation.
- C. Transportation Industry – All privately-owned surface transportation facilities.

IV. ASSUMPTIONS

- A. During the Increased Readiness Phase (Annex J), sufficient transportation for emergency operations will be available.
- B. During emergency operations:
 - 1. Transportation resources will be in short supply.
 - 2. Transportation facilities will be destroyed or partially destroyed, particularly in those areas of concentrated population and/or industry.

3. Rail facilities, including power (engines and overhead electrical cables) and rolling stock (all rail oriented equipment) will be partially inoperable.
4. Transportation Highway Industry terminals, facilities and equipment will be partially inoperable.
5. Marine Industry and harbor facilities will be partially inoperable.
6. Aviation Industry equipment and facilities will be partially inoperable.
7. Storage and warehouse facilities will be partially inoperable.

V. MISSION

- A. Provide for coordination and direction of transportation resources (excluding air transportation) for use during a war caused emergency or a major natural disaster, by defining and establishing responsibility and authority in transportation matters at governmental levels within the Commonwealth.
- B. Allocate emergency transportation to State agencies and political subdivisions.
- C. Resolve conflicts to meet essential requirements.
- D. Exercise priorities. Allocate and requisition materials and personnel for the purpose of restoring and maintaining essential transportation services.

VI. ORGANIZATION AND FUNCTIONS

- A. The Deputy Secretary for Highway Administration, Pennsylvania Department of Transportation, is designated as the Director of Emergency Transportation Service. (See Appendix 1, Emergency Transportation Service Organization).
- B. The Director of Emergency Transportation Service will control, direct and coordinate all transportation to include establishing orderly procedures for furnishing emergency services requirements and requests to industry representatives for implementation.
- C. PennDOT District Engineers will assist the Director of Emergency Transportation Service. They are responsible for coordinating emergency transportation requirements in their respective Districts under the policies and procedures as directed by the Director of Emergency Transportation Service.
- D. Political Subdivisions (county and local governments) will appoint a Transportation Officer to coordinate filling transportation requirements to include the use of county and local government owned transportation resources. The Transportation Officer will place requests with the District Engineer for emergency requirements which exceed county or local transportation capabilities.

VII. CONCEPT OF OPERATIONS

- A. The Director of Emergency Transportation Service:
 1. Coordinates all transportation resources (excluding air).
 2. Establishes procedures to task the transportation industry with government requirements.

3. Determines transportation requirements by complying with priorities established by the Governor and forwards requests for service to the transportation industry.
4. Coordinates with adjoining areas and States in the joint use of available modes of transportation.
5. Develops requirements and arranges with Federal Regional Officer for use of other transportation.

B. Engineering Area or District Directors

1. Area Directors coordinate emergency transportation service within their respective areas.
2. District Engineers coordinate emergency transportation service within their respective counties.
2. Requirements of county and local government Transportation Officers are coordinated through their District and Area Directors.

C. Transportation Requirements

1. Transportation requirements will be filled by transportation assets within a political subdivision. If requirements exceed available assets and capability within a political subdivision, a request for emergency transportation will be forwarded to the Engineering District Office.
2. Requests to meet requirements from political subdivisions that exceed District and Area capability will be forwarded to the Director of Emergency Transportation Service, who will draw upon available assets within the Commonwealth.

D. Priorities

When required, the Governor or his representative at the State EOC will determine priorities of transportation requests and requirements and so advise the Director of Emergency Transportation Service.

E. Transportation Industries

Operate their systems and facilities to provide the maximum service within their capabilities in fulfilling essential needs as specified by appropriate governmental authorities. This includes responsibility for management continuity, personnel and facility protection, conservation of supplies, restoration of damaged lines and terminals and the expansion or improvement of systems as practical and as necessitated under emergency conditions. Operational control of the transportation industries will remain, at all times, with the responsible officials of the industry.

VIII. RESPONSIBILITIES

A. Director of Emergency Transportation Service:

1. Coordinates all State-level emergency transportation activities (excluding air transportation) to ensure their effective utilization for the transport of persons, supplies, equipment and materials.
2. Follows rules and regulations established by the Federal Department of Transportation

and the Interstate Commerce Commission and their sub-agencies pertaining to use of interstate transportation facilities.

3. Makes, amends or rescinds, orders or directives applying to intrastate transportation facilities under its jurisdiction.
4. Dispatches emergency transportation service representatives to the state EOC.
5. Determines succession of direction and control to provide continuity of emergency transportation operations.

B. Engineering Area and District Director:

1. Arranges for use of all available transportation resources to support Civil Defense Area Headquarters and county and local government requirements.
2. Maintains checklist of actions to expedite placing this Annex into effect.
3. Assists the transportation industry in maintainance and repair, including the supply of critical parts.
4. Maintains an inventory of equipment and personnel used during an emergency and advises the Area Director of surplus transportation resources.
5. Dispatches a transportation representative to Civil Defense Area Headquarters EOC's upon notification of their activation.

C. County and Local Government Transportation Officer:

1. Assesses, on a continuing basis, available transportation facilities and capability.
2. Determines the transportation needs of local agencies and supplies the required transportation within available resources.
3. Advises the Engineering District Director of surplus transportation resources.
4. Requests assistance from the District Engineering office in obtaining additional transportation and attendant facilities.

IX. LOGISTICS

- A. Inasmuch as industry will operate the transportation system, supplies and repair parts will be procured through established industrial channels.
- B. Priorities in the distribution of repair parts will be established by the Director of Emergency Transportation Service.
- C. Traffic control and regulation will be in accordance with the Emergency Highway Traffic Regulation and Annex S to this plan.
- D. Additional manpower requirements will be requested through the Department of Labor and Industry.
- E. Close liaison will be maintained with the military establishment at all levels of transportation service (State, Area, District, Local) to avoid conflicting plans and transportation claims on intrastate carriers.

F. National Defense Transportation Association (NDTA)

1. Under the terms of the Memorandum of Understanding between the National Defense Transportation Association and Defense Civil Preparedness Agency (Reference I.A), in accordance with local agreements, the NDTA will provide a wide range of voluntary emergency transportation services to State and local government through its chapters.
2. Transportation Officers will establish and maintain liaison with local chapters of the NDTA, where established, and request their support as required in order that local privately owned transportation resources may be coordinated and best used during an emergency.

APPENDIX

1 – Organization, Emergency Transportation Service

ANNEX U
Aviation

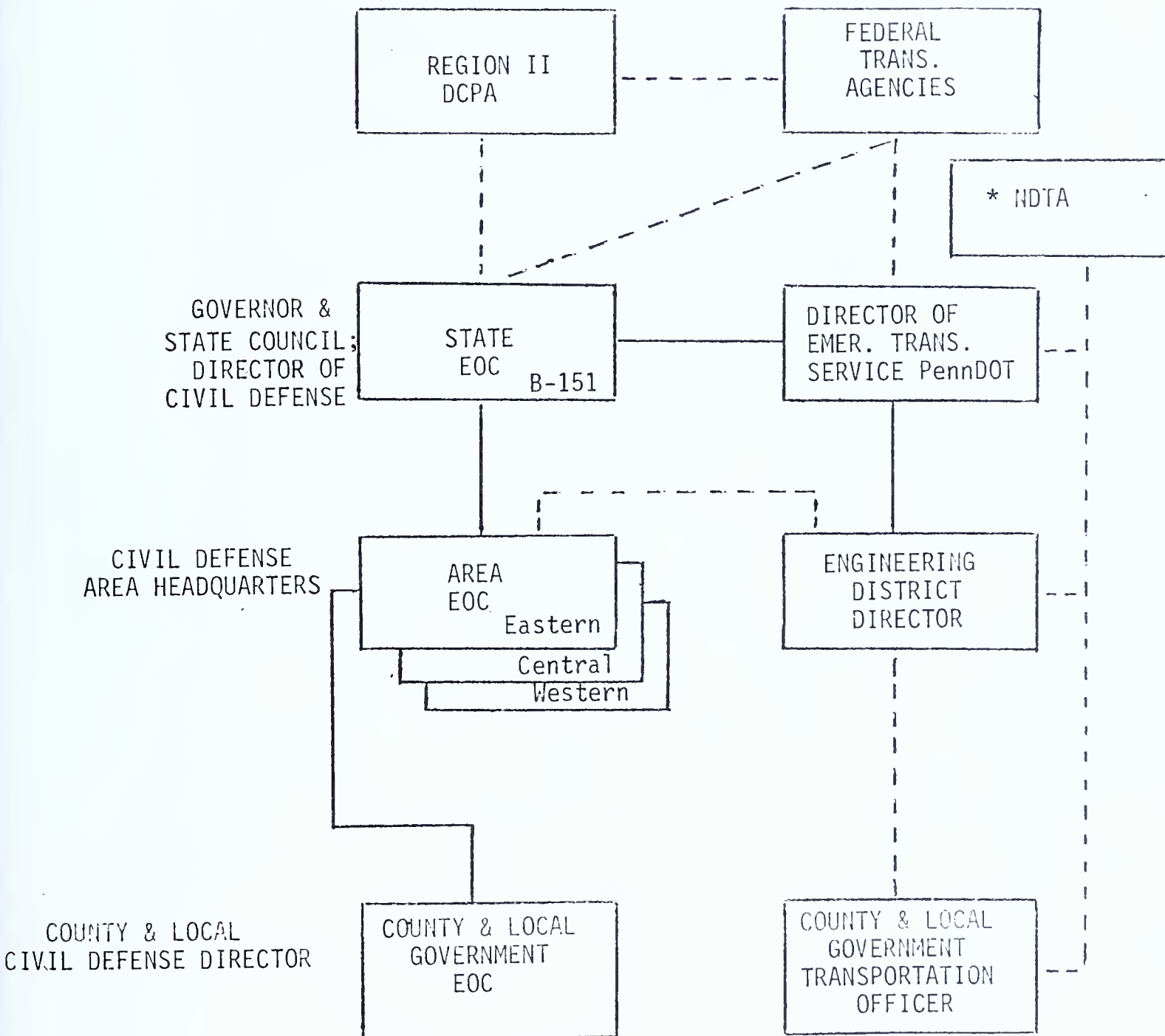
ANNEX V
Military Support

ANNEX W
Welfare Services

ANNEX X
Health Services

ANNEX Y
Agriculture Services

EMERGENCY TRANSPORTATION SERVICE



———— DIRECTION
 - - - - - COORDINATION

*National Defense Transportation Association

ANNEX U
Aviation

ANNEX V
Military Support

ANNEX W
Welfare Services

ANNEX X
Health Services

ANNEX Y
Agriculture Services

COMMONWEALTH OF PENNSYLVANIA
DISASTER OPERATIONS PLAN

ANNEX U

AVIATION SUPPORT

I. REFERENCES

- A. Federal Aviation Administration Advisory Circular 00-7, State and Regional Defense Airlift Planning. Short title: SARDA
- B. Department of Defense Plan for Security Control of Air Traffic and Air Navigation Aids. Short title: SCATANA
- C. National Search and Rescue Manual
- D. Statement of Understanding between the Pennsylvania Wing, Civil Air Patrol and the State Council of Civil Defense
- E. Commonwealth of Pennsylvania Emergency Aviation Plan

II. SITUATION

- A. General aviation aircraft, with supporting resources, represent an important segment of the Commonwealth's transportation resources for carrying out missions during emergencies which may include:
 - 1. Airlifting urgently needed supplies and personnel.
 - 2. Visual disaster reconnaissance and appraisal.
 - 3. Communications by courier flights and/or performing radio relay assistance.
 - 4. Air support to satisfy essential priority commercial, corporate, industrial, health and welfare, and agricultural requirements in emergency survival and recovery actions.
 - 5. Search and rescue.
 - 6. Aerial radiological monitoring.
- B. To assure the availability and effective use of general aviation aircraft to support military and civilian survival and recovery operations during emergency, the Pennsylvania Bureau of Aviation, in coordination with the Civil Air Patrol, has developed the State and Regional Disaster Airlift (SARDA) plan.
- C. Peacetime disasters and emergencies requiring airlift support missions will normally be accomplished by the Civil Air Patrol or State-controlled aircraft.

III. DEFINITIONS

- A. SARDA – State and Regional Disaster Airlift. A plan for the use of non-air carrier aircraft during a national emergency.
- B. CAP – Civil Air Patrol. A non-combatant auxiliary of the United States Air Force that has volunteered its services to conduct various emergency missions.
- C. Control Airport – The primary airport(s) within the State from which control is effected over satellite or smaller airports.
- D. Satellite Airport – A secondary airport within the State which receives guidance and instructions from a control airport to complete its missions.

IV. ASSUMPTIONS

- A. That in the event of attack upon the United States, it is expected that much of the State, corporation and privately-owned general aviation (non-aircarrier) aircraft, related airports and repair and servicing facilities, will survive.
- B. That SARDA missions will be executed during attack and post-attack in support of survival and recovery operations, including high priority disaster preparedness and disaster relief operations.
- C. That there will be adequate warning prior to an attack to deploy aircraft under the direct control of the Bureau of Aviation outside of the 2 psi over-pressure area.
- D. That there will be adequate communications between the State Civil Defense Emergency Operations Center, the Civil Defense Area EOC's and the SARDA Coordinators.
- E. That the makeup of the SARDA fleet will change based on the number and capabilities of the volunteers, but will always be sufficient to accomplish assigned missions.

V. ORGANIZATION

- A. The Pennsylvania Wing of the Civil Air Patrol is the organization around which State, Area and Local SARDA operations will be organized and through which statewide SARDA operations, management and control will be exercised.
- B. Statewide management, control and direction of general aviation resources (non-aircarrier) in support of SARDA operations is vested in the Director, Pennsylvania Bureau of Aviation (State SARDA Director).
- C. The State SARDA Director maintains liaison and coordinates with FAA agencies, Military agencies (active and reserve), the Director of Civil Defense, and elements of the General Aviation Industry.
- D. Pennsylvania is divided into three SARDA Operational Control Areas which coincide with the Civil Defense Areas. An Area SARDA Coordinator has been designated for each Operational Control Area to supervise the management and control of general aviation resources from Area Control Airports and other airports within each respective area.
- E. The staffing and manning of State, Area and Local SARDA staffs will be accomplished through the combined resources of the Pennsylvania Civil Air Patrol Wing and qualified personnel (volunteers) of the general aviation industry.

- F. SARDA staffs will be established at the following Control Airports, or other airports if so authorized by the State SARDA Director:

	AIRPORT	LOCATION
Western Area	Allegheny County Chess Lambertson	Pittsburgh Franklin
Central Area	Capitol City Williamsport-Lycoming County	New Cumberland Montoursville
Eastern Area	Allentown (ABE) Wilkes-Barre-Scranton	Allentown Avoca

- G. Capabilities of the aircraft under direct control of the Bureau of Aviation are as follows:

1. The Beech 18 can carry up to 5 passengers (plus pilot and co-pilot) up to 1,000 nautical miles (no wind) at 160 nautical miles per hour.
2. The Navajo can carry up to 5 passengers (plus pilot and co-pilot) up to 600 nautical miles (no wind) at 170 nautical miles per hour.
3. The Commanche can carry up to 3 passengers (plus pilot) up to 1,000 nautical miles (no wind) at 160 nautical miles per hour.

VI. RESPONSIBILITIES

- A. Director, Pennsylvania Bureau of Aviation (State SARDA Director)

1. Provide in the State EOC a liaison officer from the State SARDA staff to coordinate SARDA support for state-level disaster operations.
2. Provide overall supervision and direction for management and control of general aviation resources throughout the Commonwealth.
3. Provide air transportation as required during a natural disaster or natural emergency for key State personnel to include the airlift for State Civil Defense operations, assist the Pennsylvania State Police in search and rescue, and assist in the assessment of damage to airports, airway systems, public utilities, and railroads.

- B. Commander, Pennsylvania CAP Wing (State Deputy Director for SARDA)

1. Assist the State SARDA Director in statewide management and control of general aviation resources.
2. Make available resources of the Pennsylvania CAP Wing to the State SARDA Director for use in SARDA operations.

- C. Director of Civil Defense

1. Advise the State SARDA Director of existing and anticipated statewide disaster preparedness requirements for airlift of urgently required medical personnel and supplies, disaster reconnaissance, courier service, damage assessments, aerial radiological monitoring, and other survival and recovery activities.

2. Coordinate use of statewide communication networks in support of SARDA operations.
3. Provide training assistance for elements of SARDA in the subjects of radiological monitoring (aerial and ground), decontamination techniques and procedures, and airborne damage assessment.

VII. CONCEPT OF OPERATIONS

- A. The prime objective of CAP civil support activities is to assist the appropriate civil agency in minimizing the effects of damage as a result of enemy attack or natural disaster, preserving the lives and welfare of the local populace, and establishing communications for the re-establishment of government control.
- B. There are many civil support missions which may be accomplished by the CAP such as: Aerial monitoring, surveillance of surface traffic, light transport flight for emergency movement of personnel and supplies, visual damage assessment, decontamination of aircraft and surface support facilities, and rescue communications during emergencies resulting from floods, storms, drought, fire, or similar catastrophies.
- C. During peacetime, CAP units may be called upon to perform missions under the following circumstances:
 1. CAP emergency services assistance during a natural disaster is requested from the First U.S. Army who will relay the request to the appropriate Air Force Reserve Region (AFRR).
 2. When a disaster strikes without warning (tornado, flash flood, fire), requests for CAP assistance may be forwarded directly to the AFRR to save time.
 3. Request for CAP assistance for natural disasters should indicate:
 - a. A date/time group for starting the mission.
 - b. Specific information on the mission to be performed
 - c. The designation of the CAP units to perform the mission
 - d. A time limit for the duration of the mission.
- D. Upon a declaration of a national civil defense emergency, a USAF mission number will not be required for CAP support to civil defense emergency operations. The wing staff, operating at state level, will receive mission requests from the State Council of Civil Defense usually through the State Director of SARDA. The following procedures will apply:
 1. Missions will be assigned to subordinate CAP units as appropriate.
 2. Local CAP units will respond to mission requests from local government only after approval by the State SARDA Director.
 3. Military operational missions will normally have first priority on national resources.
 4. Air Force requirements for CAP support will normally be routed through the State Adjutant General to the State Council of Civil Defense.
- E. Prior to an actual attack, all aircraft under direct control of the Bureau of Aviation should be evacuated from designated high-risk areas to outlying airports where the chance of survival is improved. Selected airports should be determined by forecast surface winds and winds aloft and should be situated so that they receive little if any fallout from a nuclear blast.

ANNEX Z
Education Services

ANNEX V
Military Support

ANNEX W
Welfare Services

ANNEX X
Health Services

ANNEX Y
Agriculture Services

COMMONWEALTH OF PENNSYLVANIA
DISASTER OPERATIONS PLAN

ANNEX V

MILITARY SUPPORT

I. REFERENCES

- A. First United States Army Military Support of Civil Defense Plan (Short Title: 1A-MSD).
- B. First United States Army Military Assistance Plan (Short Title: 1A-MAP).
- C. Pennsylvania Area Command Operation Plan 1, Military Support to Civil Defense (Short Title: OPLAN 1 MSCD-PAC).
- D. State Council of Civil Defense Supplement to OPLAN 1 MSCD-PAC.

II. DEFINITIONS

- A. National Civil Defense Emergency — A domestic emergency disaster resulting from devastation created by an enemy attack on the United States and requiring emergency operations during and following the attack. It may also be proclaimed by appropriate authority in anticipation of an attack.
- B. Military Resources — Includes personnel, equipment, and supplies of Department of Defense agencies, including the Army, Navy, Air Force, Marine Corps, Coast Guard, and Defense Supply Agencies.
- C. Imminent Seriousness — This term applies to an emergency condition of immediate urgency in which it would be dangerous to delay necessary actions by Federal Military Forces by waiting for instructions from higher authority despite the fact such instructions are requested through command channels by the most expeditious means of communication available. Sometimes referred to as "imminent necessity."
- D. Automatic Response Phase — The first of two phases of operational employment of military forces in the Military Support of Civil Defense. It is the transattack and initial post attack phase during which military operations will be decentralized. Characterized by lack of information and communications.
- E. Follow on Controlled Phase — The second phase of operational employment of military forces. Begins when communications permit coordination and control of military forces.
- F. Emergency Proclamation — A Proclamation of Extreme Emergency, issued by the Governor, to order the Pennsylvania National Guard to State duty in emergency disaster operations.

III. PURPOSE

- A. To define procedures for coordination of operations of the Department of Military Affairs with the State Council of Civil Defense and other State agencies.

- B. To establish guidelines for utilization of the Pennsylvania National Guard during peacetime emergency situations.
- C. To present policies and procedures that govern the use of military resources in support of Civil Defense activities in a wartime situation or an emergency condition of imminent seriousness.

IV. SITUATION

- A. The Adjutant General of Pennsylvania, as directed by the Governor through the State Council of Civil Defense, deploys National Guard forces within the Commonwealth to provide assistance in peacetime emergencies under the following conditions:
 - 1. The Governor will authorize the Pennsylvania National Guard to State active duty for peacetime emergency operations.
 - 2. Peacetime emergency operations are beyond the capability of county and local governments and State agencies.
- B. In wartime, the Adjutant General of Pennsylvania functions as the State Area Commander under the command of Headquarters, First U. S. Army, with the responsibility for operational employment of all military resources in the Commonwealth under the following conditions:
 - 1. The Adjutant General plans for military support of civil defense and directs the operational employment of the military forces committed within Pennsylvania for civil defense assistance in the event of enemy attack.
 - 2. Military resources will be made available to county and local governments during a Civil Defense Emergency to provide temporary assistance to civilian authorities. Availability of military resources will depend upon post attack conditions, including weapons effects, and military priorities.

V. ORGANIZATION

A. Peacetime Emergencies

- 1. An Emergency Operations Center (EOC) is established in the office of the Adjutant General to direct National Guard support operations.
- 2. A Liaison Officer (Response Team Member) from the Pennsylvania National Guard is assigned in the EOC of the State Council of Civil Defense and in each Area Office EOC of the State Council of Civil Defense.
- 3. Units of the Pennsylvania Army National Guard are organized into six Task Forces for the purpose of supporting peacetime emergencies. Each Task Force is supported by a major headquarters and approximately two thousand troops. (See Appendix 1)

B. Wartime Situation

- 1. The Adjutant General becomes the State Area Commander under the command of the Commander, First U.S. Army. In this position he coordinates the employment of all military forces in Pennsylvania.
- 2. Organization for military support in wartime situations is shown in Appendix 3.

VI. MISSION

The Pennsylvania National Guard during peacetime or in wartime may perform:

- A. Search and Rescue
- B. Traffic Control
- C. Evacuation
- D. Emergency Transportation
- E. Security
- F. Emergency Feeding
- G. Employment of Special Equipment
- H. Emergency Water Supply
- I. Decontamination
- J. Radiological Monitoring
- K. Emergency Clearance of Debris
- L. Communications
- M. Firefighting

VII. CONCEPT OF OPERATIONS

A. General

1. A Proclamation of Extreme Emergency or a Declaration of Civil Defense Emergency does not alter the basic structure of government – Federal, State, County or Local. Under such conditions, the elected heads of government retain their legally assigned governmental responsibilities.
2. Under Conditions of Imminent Seriousness and in the event of disruption of communications, civil defense requests for military support will be submitted by county or local civil defense organizations directly to military units in the vicinity. This procedure is limited to periods of immediate urgency to be terminated as soon as communications capabilities and other factors permit the submission of assistance requests through normal operational channels.
3. Civil defense requests for military support will contain specific information concerning the amount, type and purpose of the assistance needed (e.g. 50 uniformed men required to assist in emergency highway traffic control). Civil Defense officials will not request assistance by specific military units. Assignment of units to support operations rests with military commanders, acting in the light of military needs and existing conditions.

B. Peacetime Situations

1. The Pennsylvania National Guard will render support to civilian authorities in peacetime

emergencies when authorized by the Governor. (See paragraph VII.A.2 above for Conditions of Imminent Seriousness).

2. Missions are assigned to the Pennsylvania National Guard by the State Council of Civil Defense.
3. Pennsylvania National Guard personnel and military equipment will remain under military control. Military equipment will be operated by military personnel.

C. Wartime Situation

1. Military assistance under Operations Plan 1 (Reference I.C.) is provided after all civilian resources are committed to emergency operations and military assistance is essential and available.
2. Operations Plan 1 provides for orderly and effective temporary emergency assistance to civil defense. Military support operations do not take the place of other civil defense operations.
3. In the development of plans for organization and operation of their respective organizations, County and Local Civil Defense Directors will consider the fact that military assistance may be made available, but cannot be guaranteed.
4. In the Initial Automatic Response Phase, decentralization of military support of civil defense operations may be expected because of severe limitations on movement and communications.
5. During the Follow-on Controlled Phase of operations, all civil defense requests for military support must be submitted upward through civil defense channels. Requirements will be assessed and conveyed by the Governor or the State Council of Civil Defense to the State Area Commander who will employ the military resources within the Commonwealth, active and reserve, available to him for military support of civil defense.

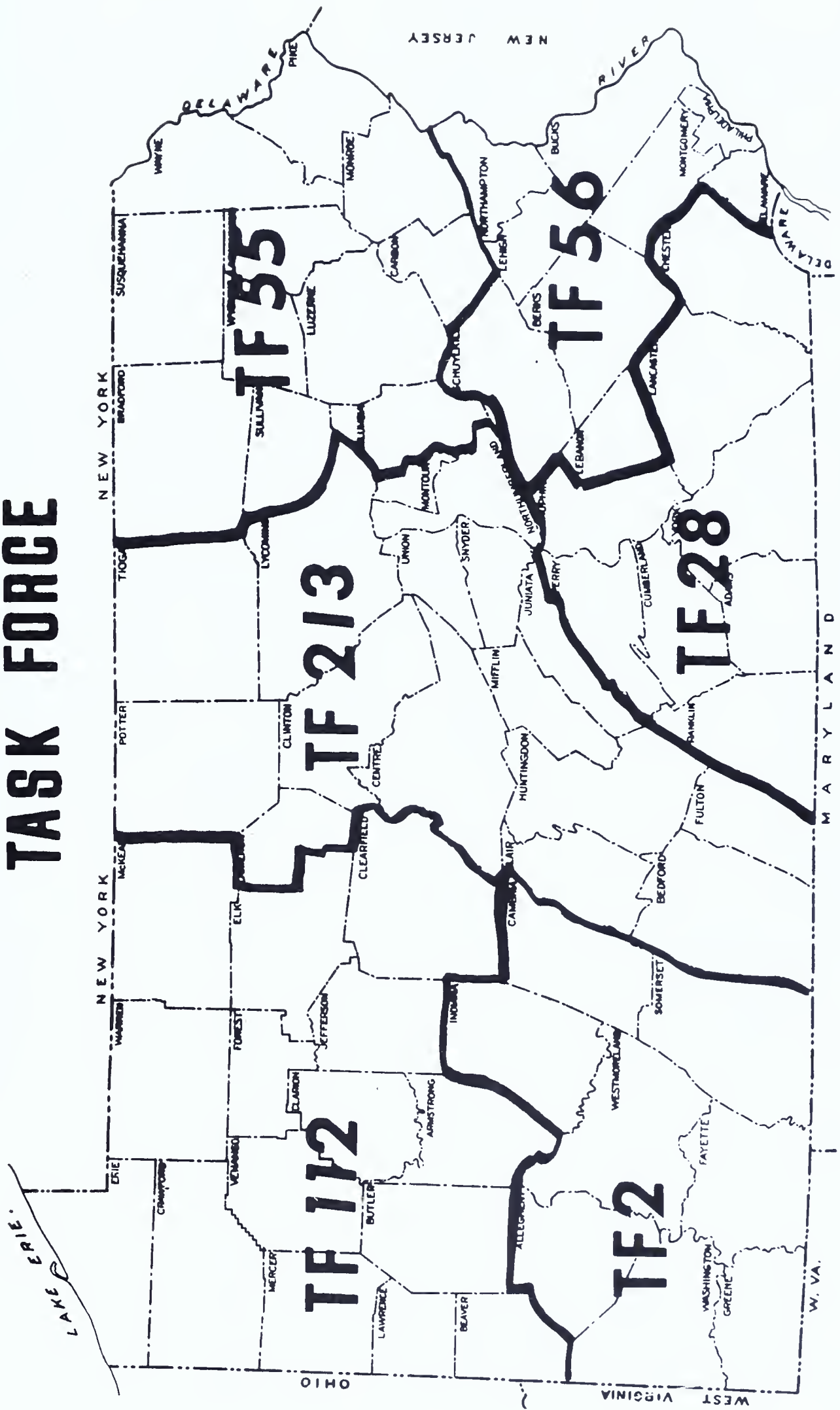
VIII. LOGISTICS

Supply and services for committed military forces will be obtained and coordinated through the National Guard Emergency Operations Center.

APPENDICES

- 1 – PAARNG Task Force
- 2 – Organization for Military Support in Peacetime Emergency Situations
- 3 – Organization for Military Support in Wartime Situations

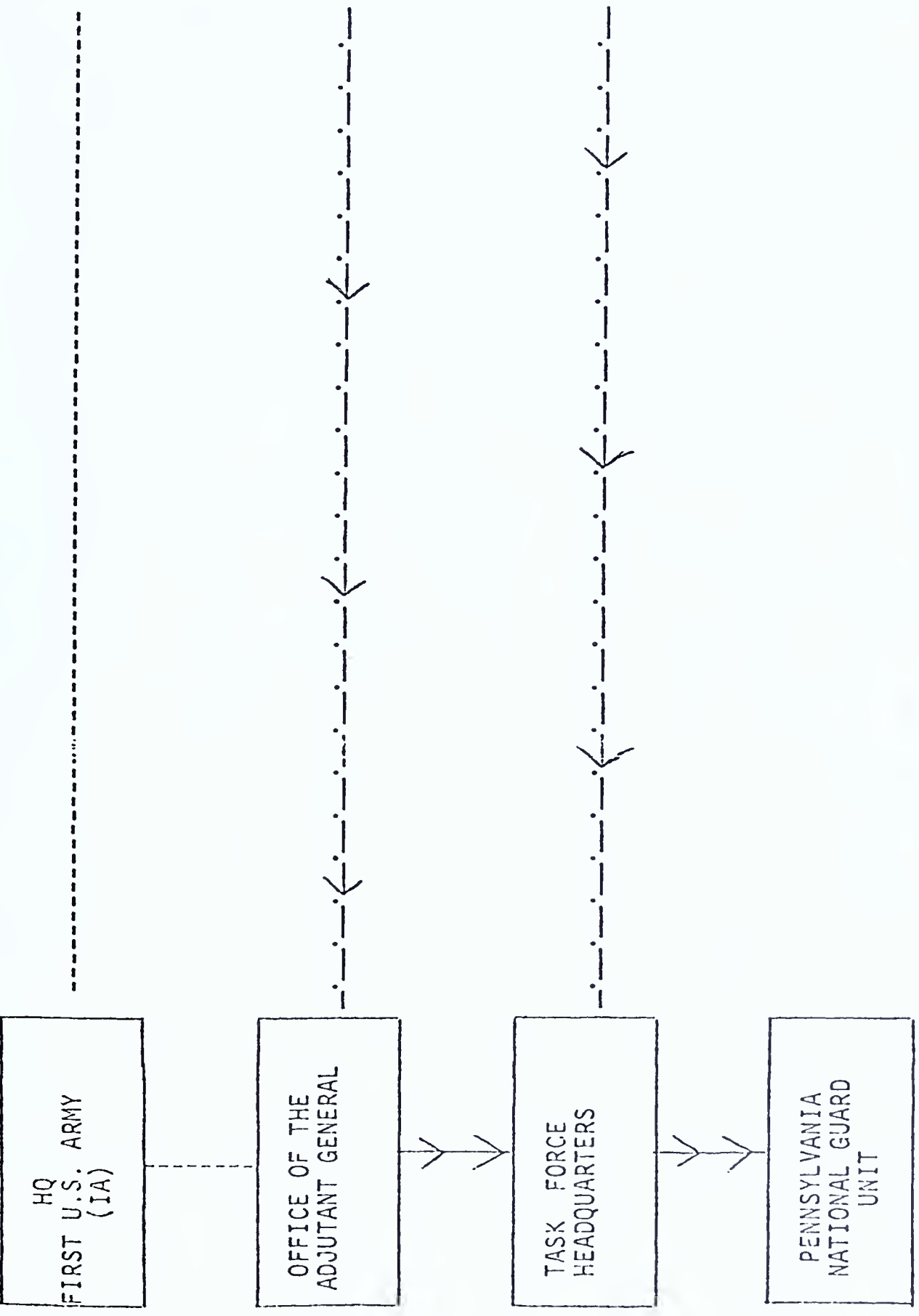
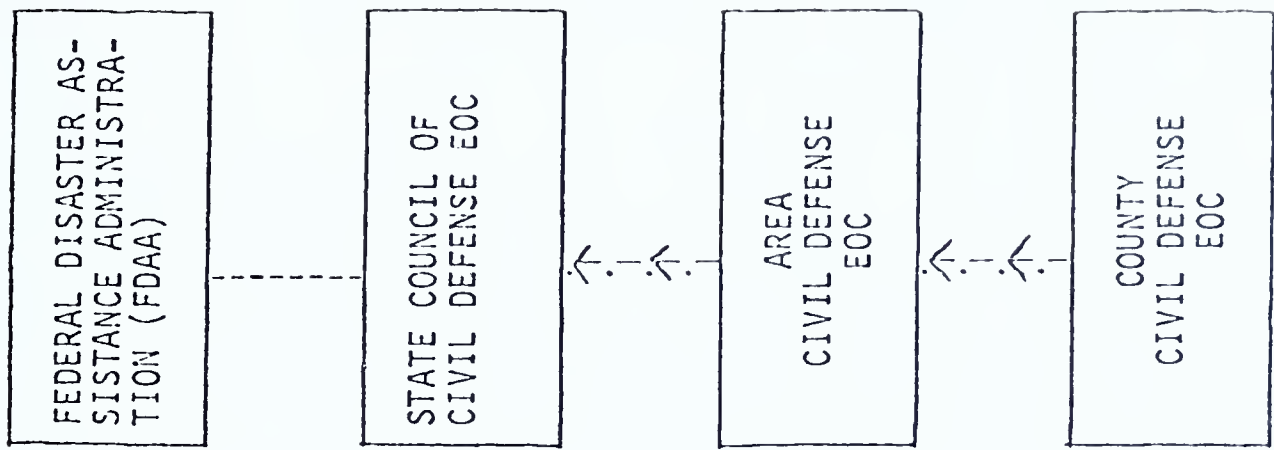
PAARNB TASK FORCE



SUPPORT REQUESTS

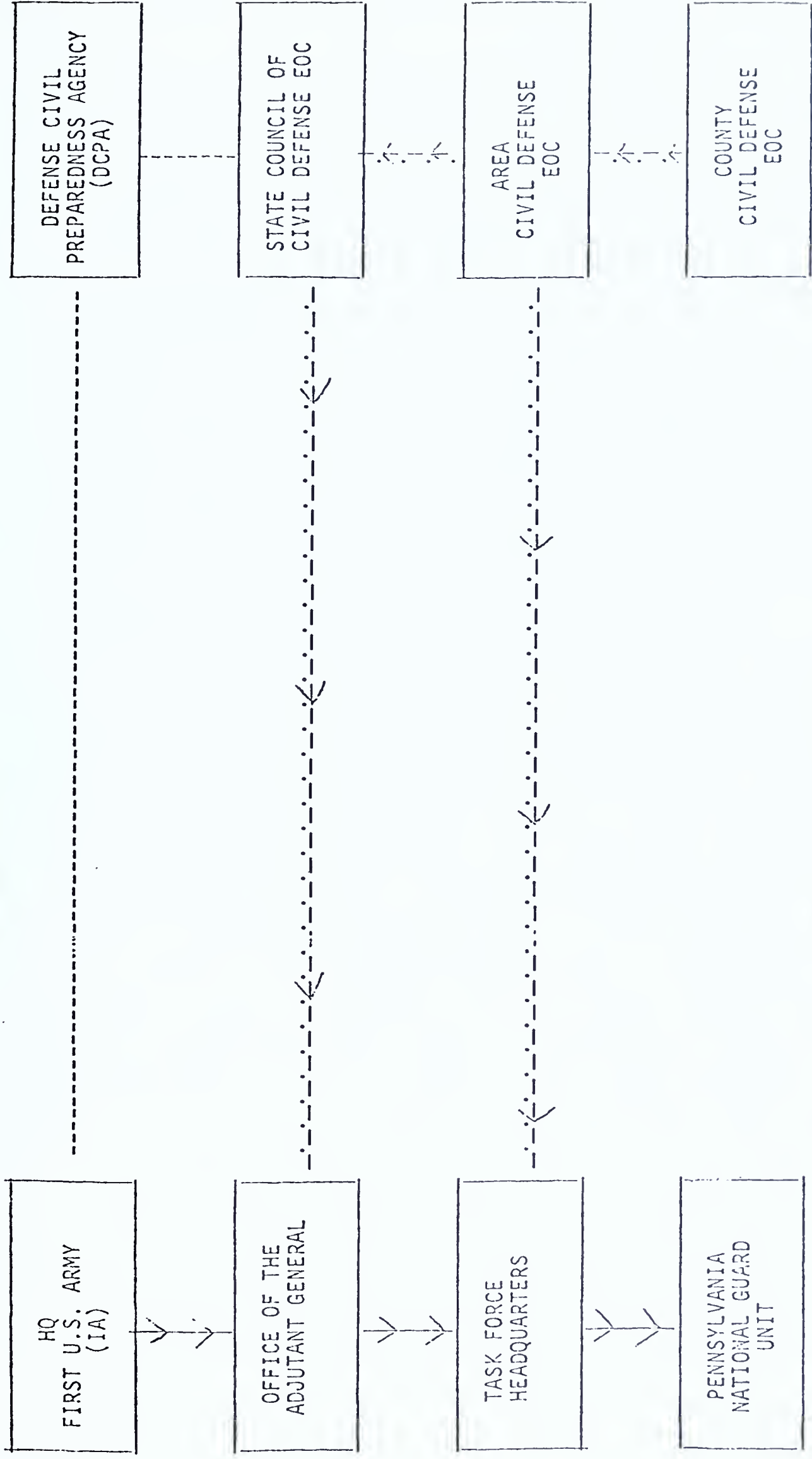
COORDINATION

COMMAND



ORGANIZATION FOR MILITARY SUPPORT
IN PEACETIME EMERGENCY SITUATIONS

ORGANIZATION FOR MILITARY SUPPORT
IN WARTIME SITUATIONS



ANNEX Z
Education Services

ANNEX AA
Reports

ANNEX W
Welfare Services

ANNEX X
Health Services

ANNEX Y
Agriculture Services

COMMONWEALTH OF PENNSYLVANIA
DISASTER OPERATIONS PLAN

ANNEX W

EMERGENCY WELFARE SERVICES

I. REFERENCES

- A. The Federal Civil Defense Act of 1950, as amended, Public Law 81-920
- B. The Federal Civil Defense Guide (FCDG)
- C. Department of Public Welfare Disaster Operations and Assistance Plan

II. SITUATION

- A. Persons displaced from their homes as a result of a disaster will require lodging, feeding, clothing, and other emergency services.
- B. This Annex outlines "people oriented" services which will be implemented in time of natural, man-made and war-caused disasters.

III. MISSION

- A. To provide emergency welfare services to protect and sustain lives during and after a disaster by providing immediate essentials and preserving or restoring family and community life to pre-disaster standards.
- B. To provide for emergency clothing, feeding, lodging, registration and inquiry, and social services including financial assistance.

IV. ORGANIZATION

Emergency Welfare Services in the Commonwealth of Pennsylvania are organized as follows:

A. State Council of Civil Defense

Administers the Emergency Mass Care Service which provides life essentials to displaced persons.

B. Department of Public Welfare

- 1. Administers emergency utilization of departmental resources, facilities, and institutions for mass and specialized care services.
- 2. Administers social services including various State and Federal financial assistance programs.

C. Regional/Area

1. Department of Public Welfare Regional Deputy Secretaries Coordinate welfare services in departmental facilities within their regions and maintain liaison with the appropriate Civil Defense Area Director.
2. State Council of Civil Defense Area Directors coordinate the utilization and operation of mass care centers within their areas and maintain liaison with the appropriate Department of Public Welfare Regional Deputy Secretary.

D. County/Local

The Head of the Mass Care Group in conjunction with the Medical and Health Group of the county/local Civil Defense organization and in coordination with the County/Local Civil Defense Director and relief organizations, provides assistance to disaster victims according to locally developed plans.

V. RESPONSIBILITIES

- A. The State Council of Civil Defense is responsible for the overall direction of emergency mass care services in the Commonwealth to include the coordination of the following services provided by County/Local Civil Defense, quasi-public and private relief organizations:
 1. Emergency feeding
 2. Emergency lodging
 3. Emergency Social Services
 4. Emergency Registration and Inquiry
 5. Emergency clothing
- B. The Department of Public Welfare through its institutions and County Board of Public Assistance is responsible for:
 - *1. Planning and training for emergency operations in feeding, clothing, lodging, registration and inquiry and social services within Department Facilities.
 - *2. Providing emergency community welfare services.
 - *3. Coordination and support in the operation of Department of Public Welfare facilities for displaced persons providing for:
 - a. Mass Feeding
 - b. Bedding, clothing, and operational supplies such as sanitary, cleaning, disinfecting, and related supplies.
 - c. Essential family services
 - d. Protection and other services for unaccompanied children, the aged, and others unable to care for themselves.
 - *4. Child Welfare for disaster victims.
 - *5. General relief to unemployed as a result of a disaster when authorized by proper authority.

- *6. Emergency financial assistance to disaster victims.
- *7. Family rehabilitation and social services.
- *8. Food Stamp program for disaster victims.
- *9. Assist Department of Community Affairs in determining requirements for temporary housing.
- *10. Develop and administer the Individual and Family Grant Program authorized by Section 408, P.L. 93-288. (See Annex E, Disaster Recovery Plan)
- *11. Provide emergency representatives to the State and Area Civil Defense Emergency Operations Centers.

*In accomplishing the above tasks, existing disaster relief capabilities of the American National Red Cross, the Salvation Army and the Mennonite Disaster Relief Services and other relief or disaster assistance organizations will be utilized to the maximum extent and consistent with applicable laws, formal agreements and memorandums of understanding.

C. County and Local Civil Defense Directors will develop emergency mass care plans with detailed procedures for lodging, feeding, clothing and other basic human emergency needs. Plans will be based on local resources and capabilities and coordinated with State plans so that maximum utilization of all State resources can be utilized, as needed. Plans should include, as a minimum, the following:

1. An organizational structure to provide the necessary emergency mass care services.
2. Determination of manpower requirements and disaster duty assignments.
3. Training of staff in implementing and conducting emergency mass care programs to include participation in test exercises.
4. Objective and simply written "Emergency Operating Procedures".
5. Development of a personnel alert system to include alternate methods of notification.
6. Selection and designation of Emergency Mass Care facilities to include alternates from which to direct and conduct disaster operations.
7. Gathering of information on the availability and location of supplies, materials and facilities for disaster use.
8. Coordinate with the American Nation Red Cross, Salvation Army and the Mennonite Disaster Service and other relief organizations to promote cooperative efforts in the disaster operations.
9. Documentation of all disaster expenditures. Federal financial assistance will be based on proper documentation of certain eligible items.

VI. CONCEPT OF OPERATIONS

- A. To ensure that Emergency Mass Care Services are responsive to the needs of the people throughout the Commonwealth, all welfare resources such as institutions, facilities and personnel of the State, County and Local levels are incorporated into the Emergency Mass

Care Program. Each county and local Emergency Mass Care organizational structure will be compatible with that of the State level to ensure uniformity and continuity of operation. Each level and activity will be capable of operating independently if an emergency would necessitate.

- B. All State employees of the Department of Public Welfare could be assigned emergency responsibilities, as the need dictates, which may or may not differ from their normal responsibilities.
- C. County and Local Civil Defense organizations, in coordination with the Red Cross and private relief organizations and the Department of Public Welfare County Board of Assistance, will provide the following emergency welfare functions:
 - a. Emergency Feeding – for persons in need of food. Food stamps will be issued when applicable to the situation.
 - b. Lodging and Temporary Housing – temporary shelter for disaster victims and workers, as needed, during an emergency.
 - c. Emergency Social Services and Financial Assistance.
 - (1) To assist individuals and families to adjust to the emergency situation and to care for unaccompanied children, the aged, the infirm, and the handicapped and other persons or groups requiring specialized care. Also to provide counseling and rehabilitation services and aid to welfare institutions.
 - (2) Administer emergency financial assistance as appropriate under:
 - (a) Emergency Assistance to Needy Families with children.
 - (b) Individual and Family Grants Program (PL 93-288, Section 408)–(under Presidential declaration).
 - d. Registration and Inquiry – collect and disseminate information regarding the condition and whereabouts of persons in, or evacuated from, disaster areas, to provide assistance in reuniting families and maintain a locator information service for processing welfare inquiries.
 - e. Emergency Clothing – Provide a temporary program for the provision and distribution of clothing to persons in need during an emergency.
 - f. Mass Care Centers – provide for and mobilize Mass Care Centers according to local emergency plans.

VII. LOGISTICS

A. Supplies:

- 1. Resources of water, food, clothing, fuel and other necessities at the county and local level may be in short supply. The responsibility for seeing that supplies are equitably distributed throughout the Emergency Mass Care facilities and installations within a jurisdiction resides with the County/Local Director of Civil Defense. Any substantial changes in inventories will be reported to the Civil Defense Area Director who will allocate supplies within the Area to places where there is the most urgent need.

2. All requests for supplies to be secured from out of State and all transfers of supplies between Regions will be handled by the State Council of Civil Defense in coordination with the appropriate State agency.

B. Transportation

1. Transportation required by the Mass Care Service will be obtained from the Emergency Transportation Service as set forth in Annex T. Offices and agencies which constitute the Department of Public Welfare will use their respective transportation to the fullest extent possible.
2. Personal automobiles will be used to the greatest extent possible by the Department of Public Welfare Service personnel to relieve pressure on the Transportation Service.

C. General Support

In addition to the Department of Public Welfare resources, those of other State departments, local governments and public and private activities may be available. To realize such resources, the Emergency Mass Care head of each level of organization should coordinate with other government officials as a part of pre-disaster planning.

D. Guidance Material for Emergency Welfare Services

A series of Emergency Welfare Service Manuals prepared by the Dept. of Health, Education and Welfare, for the Office of Defense Civil Preparedness Agency are part of the Federal Civil Defense Guide and provide excellent guidance in the various phases of the Emergency Welfare Program. They are:

1. Emergency Feeding – Emergency Welfare Services Manual, FG-E-13.4
2. Emergency Lodging – Emergency Welfare Services Manual, FG-E-13.3
3. Emergency Social Services – Emergency Welfare Services Manual, FG-E-13.2
4. Emergency Welfare Registration and Inquiry – Emergency Welfare Services Manual, FG-E-13.6
5. Emergency Clothing – Emergency Welfare Services Manual, FG-E-13.5

These manuals are available upon request from the State Council of Civil Defense.

COMMONWEALTH OF PENNSYLVANIA
DISASTER OPERATIONS PLAN

ANNEX X

EMERGENCY HEALTH SERVICES

I. REFERENCES

- A. State Department of Health Emergency Preparedness Manual
- B. Public Health Service Publications No. 1071-I-1 (Community Emergency Health Manpower Planning, May, 1966.)
- C. Public Health Service Publications No. 1071-I-8 (The Role of Medicine for Emergency Preparedness, Jan. 1969)
- D. Public Health Service Publication No. 1071-5-1 (Manual for Protection of Public Water Supplies from Chemical Agents, 1965.)
- E. Public Health Service Publications No. 1071-F-1 (Establishing the Packaged Disaster Hospital, April, 1966.)

II. SITUATION

- A. Under disaster conditions, local medical facilities may be nonexistent, disrupted or overworked to the point where outside help is required for emergency health services and public health control measures.
- B. The normal structure of the Pennsylvania Department of Health is not appropriate for emergency needs generated by major disasters. Therefore, to cope with disaster related health problems the State Health Secretary will activate the Emergency Health Service (EHS) organization established by Reference I.A.
- C. This Annex outlines the policies, procedures, organization, functions and other factors governing emergency operations of the Pennsylvania State Department of Health during a disaster.

III. DEFINITIONS

- A. "Emergency Health Services" means:
 - 1. Medical and dental care of the civilian population, in all specialties and adjunct therapeutic fields, and planning, provision, and operation of first aid stations, hospitals, clinics, emergency ambulance services, and regional health centers.
 - 2. Preventive health services, including detection, identification, and control of communicable diseases, their vectors, and other public health hazards.
 - 3. Registration and disposal of the dead.

4. Vital statistics services.

5. Rehabilitation and related services for disabled survivors.

- B. "Health resources" are the manpower, materials, and facilities required to prevent the impairment of, improve, and restore the mental and physical health conditions of the civilian population.
- C. "Health manpower" means physicians (including osteopaths), dentists, sanitary engineers, registered professional nurses and such other occupations as are included in the List of Health Manpower Occupations.
- D. "Essential health facilities" are the physical plants or structures in which essential health activities are conducted. Included in this category are hospitals or other institutions maintaining an inpatient census, buildings, used post-disaster as emergency hospitals and first aid stations, laboratories, clinics, blood banks, pharmacies, and such other facilities operated in support of emergency health services as the responsible political authority may determine essential.
- E. "Health end-items" are pharmaceuticals, blood collecting and dispensing supplies, biologicals, surgical instruments and supplies, and laboratory instruments and supplies manufactured or packaged for medical, dental, and public health purposes. These include Federally-owned health end-items such as stocks of the Bureau of Narcotics. Also, included are stocks at health end-items producers' plants, State controlled health end-items at retail outlets, intra-and inter-state wholesale outlets, Packaged Disaster hospitals located throughout the State, and medical stockpiles which are owned by State and local governments.
- F. "Supporting resources" for the purpose of health resource management are all supplies, equipment, facilities, utilities and manpower, which are controlled by resource agencies other than Emergency Health Service but required for the provision of essential health services and for maintaining the operation of essential health facilities.
- G. "Health resource management" is the planning, organizing, coordinating and controlling of health and related resources. It includes the development of a system for estimating the availability of resources after a disaster, estimating the demand by potential users, and controlling the use of health resources needed to support essential health activities.
- H. "Regional Health Administrator" is the title given to the Regional Health Administrator, Public Health Services, DHEW-Region III.
- I. "Essential users" is defined for health resource management purposes as 1) health facilities designated as "essential" and authorized to issue "certified purchase orders for replenishment of inventories and procurement of essential services. 2) persons authorized by law to prescribe, dispense, or administer health end-items; and 3) individual citizens in need of health supplies who possess a valid prescription or who are otherwise determined to have a bona fide need for health supplies in accordance to the controlled distribution of health end-items.
- J. "Certified orders" are purchase orders, contracts, or other requests for resources which bear a signed certification that the order is an essential order authorized pursuant to Federal Government regulations or State authorizations.
- K. "Principal aid stations" are special units established to provide essential medical care for those sick and injured persons whose condition does not require hospitalization. There are

not specially assembled supplies for these stations and therefore they must be assembled from stocks on hand in hospitals, pharmacies, clinics, physicians' offices or from the Medical Supply Units under the cognizance of the State Council of Civil Defense.

- L. "Packaged Disaster Hospital (PDH)" are austere but complete 200-bed hospitals packaged in boxes and stored throughout the Commonwealth. They are the property of the State Council of Civil Defense, loaned to local governments for emergency community use in the event of a disaster. Each PDH contains a 30-day supply of essential medical supplies and associated equipment. They are designed to be set up as a completed hospital; they may also augment existing community hospitals, or broken down into supply units as back up for existing facilities. (For location of PDH's see Appendix 1)

IV. MISSION

The mission of the Pennsylvania State Health Department in times of disaster is to provide emergency medical care and treatment for survivors, and to take preventive and remedial measures to minimize the detrimental effects of the disaster including the occurrence and spread of communicable diseases. Services will include:

- A. Providing medical and dental care for the citizens in all specialties and adjunct therapeutic fields.
- B. Planning, providing, and operating first aid stations, hospitals, and clinics.
- C. Providing mortuary services for the identification, registration and burial of the dead through the Office of the Chief Medical Examiner, assisted as required by the Pennsylvania State Police.
- D. Providing vital statistics services.
- E. Continuing to promote Medical Self-Help Training in conjunction with the State Council of Civil Defense.
- F. Conducting damage assessment of public health and sanitation buildings and facilities.
- G. For post-disaster recovery, managing health resources including rehabilitation services, manpower, material, and facilities required for post-disaster recovery.

V. ORGANIZATION

- A. During a disaster, health resources management responsibilities will be greatly increased. Regular programs not concerned with disaster needs will be modified or suspended. The Pennsylvania State Department of Health will be expanded with its primary mission being to assist local communities meet their health needs in time of disaster. To accomplish this task, the State Health Secretary will activate the Emergency Health Services organization as he deems appropriate to cope with the situation.
- B. In all types of disasters, the public health units of the Commonwealth of Pennsylvania will function as the official health agency of the Commonwealth with delegated responsibility to provide medical care to the injured and, in coordination with other agencies, to control communicable disease and environmental health. To meet its responsibility each public health unit in the State must relate itself to the total Civil Defense emergency services organization in its community and to the State Health Department's Emergency Health Services organization. Each County or Local Health Director is responsible for assigning disaster functions to members of his staff and for recruiting and training voluntary

personnel. In addition to preparing his staff and volunteers, he must organize and coordinate all medical and mortuary personnel and facilities to meet the unusual care services required under disaster conditions.

VI. RESPONSIBILITIES

A. The Pennsylvania State Department of Health is responsible for all emergency health assistance programs during times of disaster. The primary objective is to ensure that, upon activation of the Emergency Health Services organization, all efforts are coordinated and directed toward successful accomplishment of the mission.

B. In the event of a disaster or other major emergency, the public health program of the Pennsylvania Department of Health will function in the broad areas of emergency response listed below: (See Appendix 2 for Organization)

1. Technical Back-up Service to

District and County Health Offices
Medical Practitioners
Hospitals and other Health Care Facilities
Other Agencies of State Government

2. Public Health Surveillance

Maintain a constant vigil for evidence of disease outbreaks

3. Epidemiological Services

Upon receipt of information about suspected disease outbreaks, the Epidemiological Investigative Unit will trigger an established plan of action.

4. Preventive Services

Immunization procedures.

Appropriate preventive health information for public consumption.

Technical assistance to the Department of Environmental Resources concerning environmental hazards.

5. Distribution of Critical Medical Supplies

Vaccines and other critical medical supplies carried in Departmental Inventories will be distributed by appropriate units as needed.

6. Technical Assistance in Specialty Areas

Appropriate program managers in such areas as hemodialysis, hemophilia, sickle cell, cystic fibrosis and other speciality programs will provide technical assistance and will assume responsibility for assuring continuity of supplies and services to patients.

7. Medical Care Facilities

Elizabethtown Hospital will activate a plan for utilization of the facility during emergencies.

VII. CONCEPT OF OPERATIONS

- A. Normal Operations Emergency Health Services operates under the direction of the Secretary of Health and is coordinated by the Deputy Secretary for Administration who is responsible for organization of the Commonwealth's health resources, identification and implementation of training programs necessary for preparation to meet all medical requirements of a disaster. During normal operations, the following actions are taken by the Pennsylvania State Department of Health to increase the readiness of the Department:
1. Provide Emergency Health Services orientation to all newly appointed public health physicians, dentists, nurses, and administrative personnel as part of their inservice training.
 2. Promote the Medical Self-Help Training Program in conjunction with the State Council of Civil Defense.
 3. Provide a "Disaster Manual" for use by all County and local health directors containing information and guidance required for the provision of Emergency Medical/Health disaster relief and assistance.
 4. Update the Emergency Preparedness Manual as necessary. Copies of the manual and subsequent transmittals are issued to all County and local health directors, as well as State Health Department heads and other officials, agencies and organizations concerned with Emergency Health Services operations.
- B. Increased Readiness. The Director, State Council of Civil Defense will notify the Secretary of Health of any impending disaster. Upon receiving such notification the Secretary of Health shall initiate the EHS alerting system (See Exhibit A, Reference I.A) recall EHS personnel to duty, and direct EHS assignees to:
1. Review EHS plans and operating procedures.
 2. Establish communications with the State Council of Civil Defense and with County and local health directors in affected areas for estimate of health needs.
 3. Inspect EHS supplies and equipment, check basic data on inventories of health and water resources and prepositioned supplies and equipment.
 4. In cooperation with the State Council of Civil Defense maintain a 24-hour alert at State, Area and County health offices.
- C. Emergency Operations. Described below are the emergency actions to be taken to minimize the effects of disasters. Should the disaster occur without warning, personnel designated by the Deputy Secretary for Administration will report to the Department of Health Command Post and initiate the alerting call-up system, establish and maintain communications with the State Council of Civil Defense, and begin to implement the actions described below:
1. Estimate emergency requirements and the remaining health and water resources.
 2. Provide necessary information for the direction of activities of all governmental and privately organized health related agencies.
 3. Keep the public informed of health hazards and offer guidance on treatment and protection procedures.

4. Provide guidance for protection and treatment of health hazards.
5. Prepare casualty statistics and health situation reports.
6. Provide guidance for hospital expansion, discharge and transfer of patients; for collecting and dispensing of whole blood and use of plasma and whole blood volume expanders.
7. Provide preventive health services
8. Perform damage assessment and resources evaluation for Health Facilities.
9. Determine and coordinate most effective utilization and redistribution of State controlled health resources.
10. Provide policies and guidance pertaining to major health hazards, defensive actions and health resource control.
11. Provide requested consultation and assistance to local health authorities.
12. Establish and maintain communications and working relationships with State agencies, local health authorities, and DHEW Emergency Medical Service.
13. Establish liaison with health agencies of adjoining states.
14. Report health conditions, major problems and needs to State and Federal Disaster Assistance Agencies.
15. Direct Emergency Health Services reorganization based on changing needs.
16. Reestablish inoperative local health departments.

VIII. LOGISTICS

- A. An inventory of on-hand medical supplies and equipment at State Health facilities should be made as soon as possible.
- B. When other agencies within the area are known to possess inventories of necessary medical material, contacts should be made to determine methods to draw on such resources; e.g., Civil Defense Packaged Disaster Hospitals.
- C. When it is recognized that additional or unique items need to be purchased, arrangements should be made with local commercial outlets for such items.
- D. Commitments may be made to local vendors for emergency needs for most items. A commitment should be validated by the vendor's statement or invoice and the signature of the purchaser. Documentation must be submitted through channels to the Central Office for payment and audit. When, for any reason, arrangements cannot be made locally for purchases, the issue should be referred immediately to Central Office, Division of Purchases, 717-787-7166, Network-(447) – 7166.
- E. These commitments made for services must be supported by formal contractual documents. Such contracts, generally covered by an executed Service Purchase Contract (OA-278), serve to provide immediate service and a basis for reimbursement to the vendor.

Procedures for OA-278 preparation appears in Contracts and Grants Procedures Manual. A sample copy of the OA-278 is attached as Exhibit C. In an emergency, the OA-278 instrument may be used to purchase services from individuals such as physicians, nurses, and technicians.

- F. Emergency rental agreements for space, transportation, medical and office equipment must be confirmed by a formal Service Purchase Contract (OA-278).

APPENDICES

- 1 – Packaged Disaster Hospital Locations
- 2 – Emergency Health Services Organization

APPENDIX 1 TO ANNEX X

PACKAGED DISASTER HOSPITALS (PDH)

There are 154 Packaged Disaster Hospitals (PDH) located throughout the Commonwealth of Pennsylvania. Listed below are the numbers of PDH's situated in each County. For the exact location and address of the storage facility, contact the County Civil Defense Director or the State Council of Civil Defense.

COUNTY	NO.	COUNTY	NO.
Allegheny	3	Luzerne	5
Armstrong	1	Lycoming	2
Beaver	6	McKean	3
Bedford	1	Mercer	3
Berks	3	Mifflin	2
Blair	2	Monroe	2
Bradford	2	Montgomery	4
Bucks	4	Montour	1
Butler	3	Northampton	2
Cambria	4	Northumberland	2
Carbon	2	Perry	1
Centre	3	Philadelphia	1
Chester	5	Pike	1
Clarion	1	Potter	1
Clearfield	2	Schuylkill	2
Clinton	1	Snyder	1
Columbia	2	Somerset	3
Crawford	5	Sullivan	1
Cumberland	2	Tioga	2
Dauphin	1	Union	1
Delaware	4	Venango	2
Elk	1	Warren	1
Erie	6	Washington	6
Fayette	3	Wayne	1
Franklin	3	Westmoreland	8
Fulton	1	York	3
Greene	2		
Indiana	2		
Jefferson	3		
Lackawanna	1		
Lancaster	2		
Lawrence	2		
Lebanon	1		
Lehigh	3		
SCCD (Indiantown Gap)	6		

APPENDIX 2 TO ANNEX X

EMERGENCY HEALTH SERVICES
ORGANIZATION

DEPUTY SECRETARY FOR PUBLIC HEALTH PROGRAMS

BUREAU OF ADULT SERVICES

Chronic Diseases
Chronic Respiratory Diseases
Communicable Diseases
Chronic Renal Diseases

EMERGENCY SERVICES

Technical Back-up and Assistance
Epidemiological Studies
Disease Surveillance
Public Communication
Preventive Services
Critical Supplies

BUREAU OF CHILDRENS SERVICES

MCH Programs
Crippled Children Programs
School Health

EMERGENCY SERVICES

Technical Back-up
Public Communication
Critical Supplies
Preventive Services to Children
Technical Assistance in Specialty Areas

BUREAU OF DENTAL SERVICES

Community Services
Institutional Dental Services

EMERGENCY SERVICES

Emergency Dental Services
Public Information

BUREAU OF NURSINGEMERGENCY SERVICES

Technical Back-up for District Nurses

BUREAU OF HEALTH RESEARCHEMERGENCY SERVICES

Assist Epidemiological Unit

BUREAU OF SPECIAL SERVICESEMERGENCY SERVICES

Nutrition
Medical Social Work
Physical Therapy

Technical Back-up
Public Communications
Referral Services
Volunteer Services

ELIZABETHTOWN HOSPITAL FOR
CHILDREN AND YOUTHEMERGENCY SERVICES

Convert to Limited Medical Care
Public Facility

COMMONWEALTH OF PENNSYLVANIA DISASTER OPERATIONS PLAN

ANNEX Y

EMERGENCY AGRICULTURAL SERVICES

I. REFERENCES

- A. The Federal Civil Defense Act of 1950, Public Law 81-920.
- B. The Federal Civil Defense Guide (FCDG).
- C. The National Plan for Emergency Preparedness.

II. MISSION

- A. To plan and prepare for emergency agricultural operations which will ensure that casualties and property damage will be minimized and normal conditions will be restored as rapidly as possible following a disaster.
- B. To provide for emergency management of food, feed grain, fertilizer and related Department of Agriculture Services.

III. ORGANIZATION

- A. During a natural disaster or war-caused emergency, the State Department of Agriculture will operate under its normal organizational structure. Emergency activities will be conducted from the Agriculture Headquarters Building in Harrisburg except that in the event the Headquarters Building is not accessible, emergency operations will be administered from the Regional VI Office in Summerdale.
- B. Department of Agriculture Regions and Regional Headquarters are shown in Appendix 1.

IV. RESPONSIBILITIES

A. Bureau of Administrative Services

- 1. Prepare basic disaster operations plans for use by the State Department of Agriculture.
- 2. Provide overall coordination of agricultural disaster operations.
- 3. Provide an emergency representative to the State Primary EOC and each Civil Defense Area EOC.
- 4. Define support requirements and procedures for obtaining necessary emergency supplies and equipment.

B. Bureau of Markets

1. Report to the State Council of Civil Defense information and data concerning the disruption of milk and food supply and distribution services.
2. Coordinate procurement and distribution of emergency food and feed grain supplies to selected supply points or other designated areas, except for food and supplies provided by the American Red Cross, the Salvation Army or other disaster assistance organizations.

C. Bureau of Rural Affairs

1. Provide materials and advice concerning the emergency protection and disaster rehabilitation in rural areas, including people, livestock, buildings, facilities and equipment.
2. Assist in assessment of damage to farmland, crops, homes, buildings, equipment and livestock.
3. Develop special State farm aid programs designed to assist in alleviating unusual disaster problems within agricultural areas.
4. Provide technical advice to farmers in obtaining assistance through approved United States Department of Agriculture programs.

D. Bureau of Foods and Chemistry

1. Provide inspection and insure disposal of damaged or contaminated foodstuffs and commodities.
2. Provide inspection and insure the purity of food at retail, wholesale and processor level.

E. Bureau of Animal Industry

1. Maintain control measures for prevention of livestock and poultry disease in coordination with the United States Department of Agriculture.
2. Coordinate the disposal of dead animals including poultry.
3. Provide assistance to the Federal Regional Emergency Animal Disease Organization during any outbreak of animal disease where an emergency has been declared.

F. Bureau of Plant Industry

1. Provide inspection and information pertaining to contamination of pesticides or products contaminated by pesticides.
2. Provide recommendations and clearance for special pesticide uses under emergency conditions.
3. Provide instruction, training and technical service for the application of pesticides.

G. Regional Offices

1. Provide to the State Council of Civil Defense, through the Pennsylvania Department of Agriculture, information and data concerning farm and agricultural damage and problems.

2. Provide emergency assistance to alleviate farm and agricultural problems including the distribution of milk and food supplies and distribution services.
3. Assist in damage assessment and activities prerequisite to filing State requests for Federal aid to residents of rural areas.

V. CONCEPT OF OPERATIONS

A. Emergency Response

1. Technical advice and assistance through established statewide organizations and associations is the Department of Agriculture's primary emergency responsibility. The Department does not maintain stockpiles of any material or supplies for emergency operations.
2. The principal resources available to the Department of Agriculture for emergency use are the personnel, physical facilities, equipment, materials and supplies under the jurisdiction of the various Regions, Bureaus and Offices.

B. Receipt of Warnings

1. Warning of an emergency will normally be received through established channels and passed to elements of the Department of Agriculture by designated Headquarters or Regional personnel. The decision to authorize Departmental personnel to report to their duty stations will be made only by the Secretary of Agriculture or his designated representative.

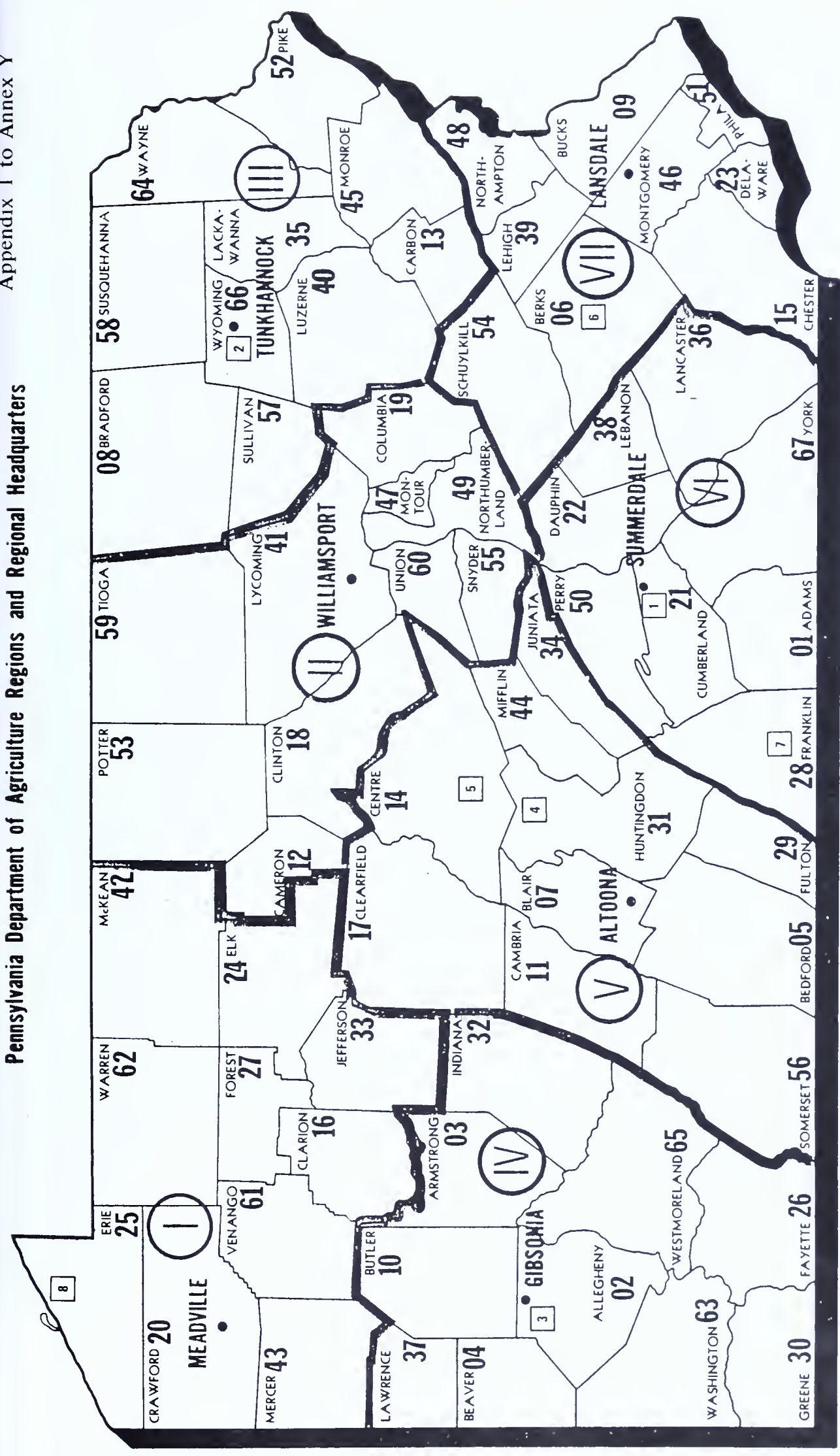
C. Control and Authority

1. Personnel dispatched to a political subdivision for emergency duty will report to and carry out assignments made by responsible officials of that subdivision.
2. Personnel assigned liaison duty (reporting-advising) are subject to the direction and control of the Department.
3. Emergency responsibilities of the Department are basically an extension of the mandated functions of the Department established by Commonwealth laws.

APPENDIX

- 1 – Pa. Dept. of Agriculture Regions and Regional Headquarters.

Pennsylvania Department of Agriculture Regions and Regional Headquarters



REGIONAL OFFICES:

- I R.D. 4, Box 413
Meadville, PA 16335
814-336-6890
- II P.O. Box 208, 675 Rose St.
Williamsport, PA 17701
717-326-1759
- III Route 92 South
Tunkhannock, PA 18657
717-836-2181

- IV 5349 Wm. Flynn Highway
Gibsonia, PA 15044
412-443-1585
- V Executive Plaza
615 Howard Ave.
Altoona, PA 16601
814-943-1133
- VI 5349 Wm. Flynn Highway
Gibsonia, PA 15044
412-443-1585
- VII P.O. Box 350
402 Century Plaza Bldg.
100 W. Main St.
Lansdale, PA 19446
215-368-3000

- VI P.O. Box 419
Summerdale, PA 17093
717-787-3400
- VII P.O. Box 350
402 Century Plaza Bldg.
100 W. Main St.
Lansdale, PA 19446
215-368-3000

DEPT. ANIMAL LABORATORIES

- 1 Summerdale Diagnostic Lab.
P.O. Box 1430
Summerdale, PA 17093
717-787-8808
- 2 Diagnostic Laboratory
Region III
Poultry Laboratory
Region IV
- 3 Poultry Laboratory
Region IV

**COMMONWEALTH OF PENNSYLVANIA
DISASTER OPERATIONS PLAN**

ANNEX Z

EDUCATION SERVICES

I. REFERENCES

- A. Commonwealth of Pennsylvania State Council of Civil Defense Act of 1951.

II. SITUATION

- A. In times of disaster, whether natural, man-made or war-caused, school districts, private schools and higher educational institutions will be required to provide a number of emergency services including shelter, mass feeding and transportation.
- B. School Administrators must prepare emergency plans and train key disaster personnel to take immediate and positive action to carry out their emergency responsibilities to minimize loss of life and property damage.

III. ASSUMPTIONS

- A. School districts, private schools, and higher educational institutions' plans will be coordinated with county/local Civil Defense plans.
- B. All schools will exercise a high degree of initiative and take precautionary measures to protect students, staff and facilities against any type of disaster.
- C. All schools will take steps toward training of staff and pupils in survival techniques.

IV. ORGANIZATION

- A. School Districts, private schools, Universities, Colleges and Community Colleges are, in times of emergency, organized the same as for day-to-day operations.
- B. School Districts are a part of local government and are responsible to the local school board and/or governing body under emergency conditions.

V. RESPONSIBILITIES

- A. Department of Education
 - 1. Develop and publish disaster preparedness guidance and instructions to school districts, private schools and institutions of higher Education.
 - 2. Establish an Emergency Operations Center in the Education Building, Harrisburg.
 - 3. Maintain contact with elements of the Department of Education to provide guidance and assistance and to keep the Secretary of Education apprised of the emergency situation.

4. Provide to the State Council of Civil Defense a consolidated report on assessment of damage to educational facilities.
5. Provide emergency representatives to the State Council of Civil Defense Emergency Operations Center.

B. All Institutions of Higher Education

1. Develop emergency plans in accordance with guidance received from the Office of Higher Education.
2. Provide for feeding and lodging support in the operation of Mass Care Centers in selected institutional facilities.
3. Provide the State Department of Education school damage assessment reports.

C. School Districts

1. Provide leadership and instruction in self-protection at community, family and individual level.
2. Develop district plans and provide guidance for the development of school emergency plans.
3. Develop and coordinate a radiological monitoring and shelter management capability among district personnel.
4. Coordinate a program of instruction in Personal and Family Survival in schools.
5. Coordinate with local officials the use of school buildings and facilities for the operation of emergency hospitals.
6. Coordinate the provision of feeding and lodging support in the operation of Mass Care Centers in selected school facilities.
7. Coordinate the availability of uncommitted school buses for emergency transportation.
8. Provide the State Department of Education damage assessment reports.

D. Private Schools

1. Develop emergency plans in accordance with guidance received from the Office of Basic Education.
2. Provide for feeding and lodging support in the operation of Mass Care Centers in selected institutional facilities.
3. Provide the State Department of Education damage assessment reports.

VI. CONCEPT OF OPERATIONS

- A. During day-to-day operations all educational institutions will prepare and disseminate to each building an emergency operations plan. They will assist in the preparation of emergency plans and exercise supervision in training selected personnel in emergency assignments. Each educational institution will perform tests, at least annually, to check on adequacy of training.

- B. Each educational facility will develop, test and update an Emergency Disaster Plan. Personnel training will be thorough and continuous.
- C. The development of emergency plans will be coordinated and integrated with those of the Civil Defense Organization of the respective political subdivision. Political subdivision plan coordination may be obtained by contacting the county/local Civil Defense Director.
- D. The Department of Education Emergency Operations Center is located in the Education Building, Harrisburg, Room 513. Telephone numbers are:

(717) 787-7575 or

(717) 787-7602

During emergencies this center will maintain contact with offices of District Superintendents, Directors of Private Schools, Universities and Colleges to receive reports, obtain or provide assistance and discuss matters pertaining to the emergency.

COMMONWEALTH OF PENNSYLVANIA
DISASTER OPERATIONS PLAN

ANNEX AA

REPORTS AND RECORDS

I. REFERENCES

- A. Annex A, DCPA Region Two/REOP-2
- B. Annex J, This plan.

II. SITUATION

- A. Reports are required periodically when a disaster has occurred or when a significant change justifies intermediate reporting during emergency and recovery operations. After-Action Reports are also required.
- B. An accurate and timely reporting system is the key to the decision making process at Federal, State, County and local levels. It is therefore imperative that each reporting level within the chain of authority, forward to the next higher echelon the reports listed in this Annex. Additional special reports may be required by the State Council of Civil Defense to fill in a void within a logically developing pattern.
- C. It is vital that the State Council of Civil Defense be informed of emergency situations and conditions as they threaten or occur. Reports of situations and conditions do not automatically trigger disaster assistance, but should be the basis for continuing assessment and permit responsible officials to initiate appropriate action.

III. PURPOSE

- A. To inform each level of State government and the Federal government of essential information relating to a disaster in a systematic manner and on a timely basis.
- B. To provide County and local officials the basic information they need to control operations.
- C. To provide officials above County and local levels a basis for decisions on what can be done to help County and local government.

IV. CONCEPT OF OPERATIONS

- A. Peacetime Disasters. There are five types of reports required in connection with peacetime disasters:
 - 1. Initial Disaster Report
 - 2. Daily Situation Report (supplemented by Special Situation Reports, as required)

3. Damage Assessment Report
4. Report of Disaster Related Expenditures
5. After Action Report

A description of these reports and instructions for their preparation and submission is contained in Appendix 1 to this Annex.

B. War-Caused Disasters. There are three categories of reports established for reporting war-caused disaster information.

1. Pre-Attack Report
 - a. Daily Situation Summary (SITREP)
 - b. Increased Readiness Information System Reports (IRIS). See Annex J.
2. Weapons Effects Reporting
 - a. Radiation/NUDET Report. See Annex M.
3. Operational Situation Reports
 - a. Request for Aid
 - b. Population Status (POPSTAT)
 - c. Government Status (GOVSTAT)
 - d. Facility Status (FACSTAT)
 - e. Fire Situation Report (FIRESIT)

A description of these reports and instructions for their preparation and submission is contained in Appendix 2 to this Annex.

C. Transmission of Reports. The Civil Defense Communications and Warning Teletypewriter System extends to each County Government. Therefore, reports required by this Annex are to be submitted by County Governments. Each County should establish a system of communication between the County and local governments within the County for receiving and disseminating information. If an emergency develops and County officials cannot be readily contacted, local governments may submit telephone reports direct to Area Headquarters or to the State Council of Civil Defense.

V. RESPONSIBILITIES

- A. County governments will furnish required data as detailed in the Initial Disaster Report (Attachment B, Appendix 1) to Civil Defense Area Headquarters. If no contact can be made with Area Headquarters, the information will be forwarded directly to the State Council of Civil Defense, Telephone (717) 783-8150.
- B. Directors of Area Headquarters will forward Initial Disaster Reports to the State Council of Civil Defense with amplifying comments, when appropriate.

- C. County governments will submit Special Situation Reports to Civil Defense Area Headquarters as the situation warrants.
- D. Civil Defense Area Headquarters, assisted by County governments, will report data as available for the Daily Situation Report to the State Council of Civil Defense as of 8:00 AM and 8:00 PM daily. When items previously reported remain the same, "no change" should be reported.
- E. State agencies will report data relating to their assigned emergency responsibilities to the State Council of Civil Defense. Reports will be made as of 8:00 AM daily. If "no change", report so.
- F. The State Council of Civil Defense will prepare and submit Daily Situation Reports to DCPA, Region Two, and FDAA, Region III as of 10:00 AM daily.
- G. The State Council of Civil Defense, in coordination with State agencies, Civil Defense Area Headquarters and County governments will prepare the final After-Action Report.

APPENDICES

1 – Peacetime Disaster Reports

2 – War-Caused Disaster Reports

APPENDIX 1 TO ANNEX AA

PEACETIME DISASTER REPORTS

A. Initial Disaster Report

1. This report is the first communication from a County or local government following a disaster or in anticipation of an imminent disaster or emergency. The report is made by the County Civil Defense Director through the Civil Defense Area Headquarters to the State Council of Civil Defense.
2. The Information Flow for the Initial Disaster Report is shown in Attachment A.
3. The Initial Disaster Report is used to inform the State Council of Civil Defense of the occurrence or threat of a disaster, the immediate estimate of damage, casualties and State resources required at the County level. Coupled with the Damage Assessment Report made in accordance with Annex D, the Initial Disaster Report assists the Governor in making a determination as to whether or not the severity of the disaster warrants the need for Federal resources to supplement those of State and local government.
4. The Initial Disaster Report Form for County and local government use is shown in Attachment B.
5. The information in the form should be reported by Line Item Number and may be transmitted by telephone or teletypewriter. When reported telephonically, it should be confirmed by teletypewriter message. This form should be reproduced and stocked by each reporting level.

B. Daily Situation Reports

1. Situation Reports are required daily by FDAA, Region III, and DCPA Region Two.
2. The Situation Report is prepared by the State Council of Civil Defense based on information in the Initial Disaster Report and updated input provided on a daily basis, or as changes occur, by:
 - a. Civil Defense Area Directors
 - b. Supporting State agencies for information relating to their assigned responsibilities.
 - c. Other sources as available.
3. See Attachment C for report content and format.
4. The Situation Report covering the 24-hour period 8:00 AM to 8:00 AM is forwarded to FDAA, Region III and DCPA, Region Two by 10:00 AM daily.
5. The Director, DCPA, Region Two, the Director, FDAA, Region III, and the Director, State Council of Civil Defense will mutually announce the termination of the daily reports when the situation stabilizes.

C. Special Situation Reports

1. The purpose of Special Situation Reports is to provide essential information concerning sudden and significant changes in previously reported situations.
2. Special Situation Reports should be transmitted through the operational chain of authority as soon as reasonably reliable information can be obtained.
3. No format is prescribed for Special Situation Reports due to the nature of the report.

D. Damage Assessment Reports

Instructions for completing and submitting Damage Assessment Reports are contained in Annex D.

E. Report of Disaster Related Expenditures

1. This report shows the expenditures and obligations of local governments or State agencies for which no reimbursement will be requested. The information provided in this report is required to support the Governor's request for Federal disaster assistance.
2. The Report of Disaster Related Expenditures form and instructions for its completion and submission is at Attachment D.

F. After-Action Report

The State is required to submit an After-Action Report to the Federal government as soon as possible, but not later than 25 days after the termination of the relief operations. This report summarizes and provides an estimate of the capabilities of the overall Federal, State and local government agencies effort, weaknesses observed, and actions that should be taken to improve effectiveness.

ATTACHMENTS

A – Information Flow for Initial Disaster Reports

B – Initial Disaster Reports

C – Daily Situation Reports

D – Report of Disaster Related Expenditures

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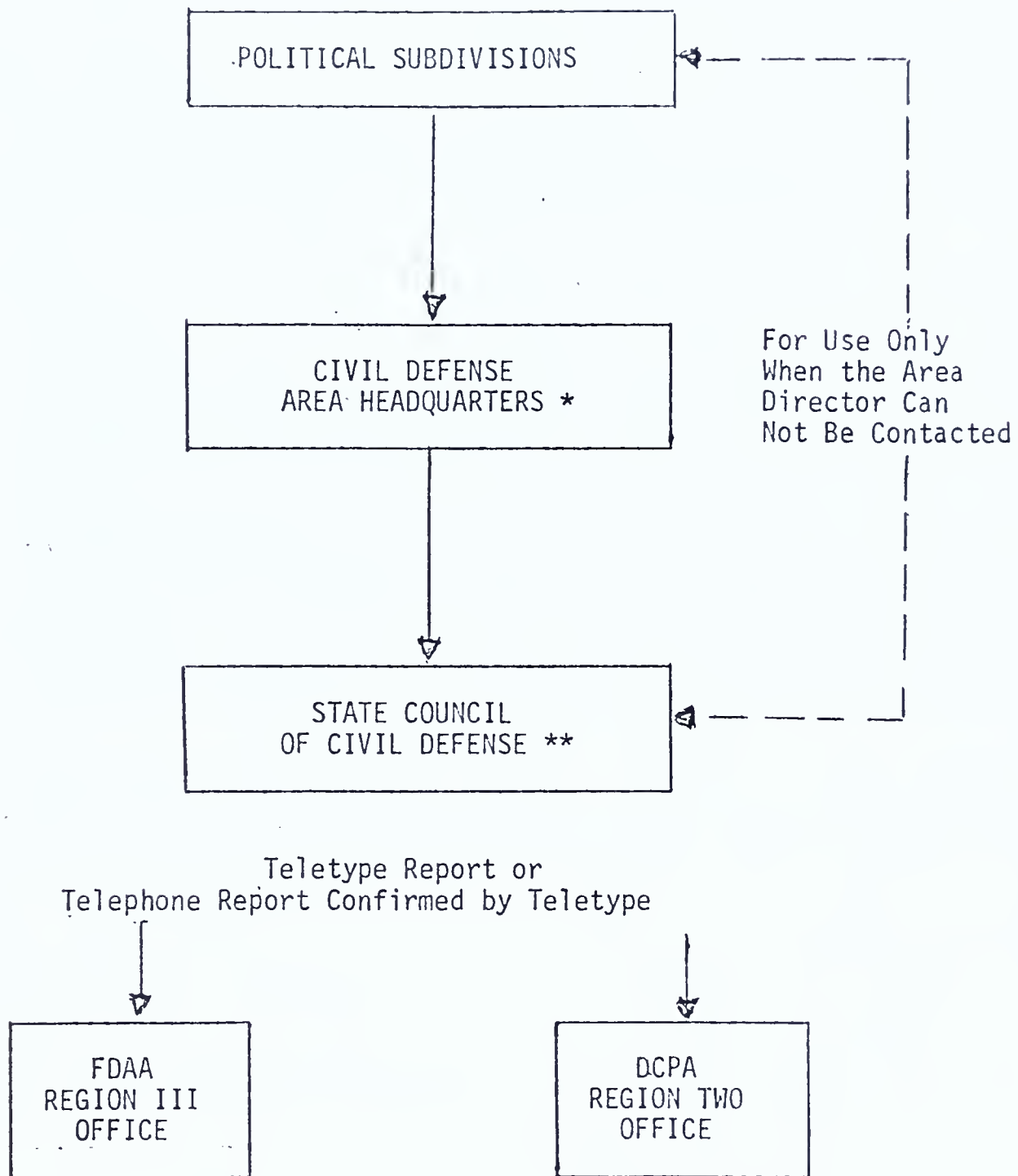
ATTACHMENTS

A – Information Flow for Initial Disaster Reports

B – Initial Disaster Reports

C – Daily Situation Reports

D – Report of Disaster Related Expenditures

INFORMATION FLOW FOR INITIAL DISASTER REPORTS

* Area Headquarters Telephone Numbers:

Eastern Area (215) 562-3004

Central Area (717) 374-2065

Western Area (412) 357-2990

** Telephone (717) 783-8150 for the State Council of Civil Defense

INITIAL DISASTER REPORT

JURISDICTION REPORTING: _____ DATE: _____

PERSON REPORTING: _____ TIME: _____

TYPE OF DISASTER/EMERGENCY: _____

(Note: Best estimates possible at time of submission)

CATEGORY	TYPE OF CASUALTY	LINE NO.	NUMBER
People	Dead	1	
	Missing	2	
	Hospitalized	3	
	Sick/Injured (Not hospitalized)	4	
	Homeless/evacuated	5	
Permanent Dwellings	Destroyed	6	
	Damaged but habitable	7	
	Damaged and uninhabitable	8	
Mobile Homes	Destroyed	9	
	Damaged but habitable	10	
	Damaged and uninhabitable	11	
Utilities	Homes without utilities	12	

13. General comments on damages to business, industry, highways, public utilities, farms, etc.:

14. Comments on County/local government response:

15. Assistance required:

DAILY SITUATION REPORT FORMAT

Following are the seven major elements of a SITREP and the types of information that should be reported for each element:

1. Type of Emergency

- Identify the type of emergency, by name if it is due to a tropical storm or hurricane.
- Describe where and when it happened, or is likely to happen.

2. Damage

- Casualties: Number of dead and injured and location(s) of these.
- Type and extent of property damage, especially as this directly affects people (e.g., damage to housing, food supplies, medical resources, water and sewage service).
- Any additional damage potential as a result of the emergency.

3. State and County Actions

- Major State and County emergency services actions, such as dissemination of warning, activation and use of EOC's, coordinating rescue operations, management of evacuations, arranging for needed emergency supplies, working with mass media to get official information to the people, etc.
- State and County requests for assistance for Federal civil agencies.
- Military support requests, described in mission terms (e.g., search flooded area from A to B for trapped persons), and whether support actions are to be performed by National Guard or Federal active duty forces. (Make clear whether such requests are anticipated or actually have been made by State or County authorities).

4. DCPA or FDAA Action

- Participation by DCPA or FDAA Regional staff members to assist the affected States or Counties; DCPA or FDAA staff support to other Federal agencies involved.
- Use of Federal supported resources, such as NAWAS and other communication nets, State and County EOC's funded by DCPA, stockpiled DCPA engineering equipment, packaged disaster hospitals, surplus or excess property used by civil defense, radio stations able to remain on-the-air because of DCPA emergency generators, On-Site Assistance preparation elements brought to bear in the emergency, etc.

5. Military Action

- State National Guard or Federal active duty forces involved, described in terms of number of troops and type of equipment committed, and the mission(s). Actions by Army Corps of Engineers.

6. Other Federal Agencies

- Actions by other Federal Government civil agencies in support of State and local operations.

7. Organized Volunteer Action

- Identify American Red Cross and other volunteer agency participation in emergency actions, and describe major actions they have taken.

REPORT OF DISASTER RELATED EXPENDITURES

Political Subdivision/State Agency: _____
Date of Emergency: _____ Type of Emergency: _____
Approved _____ Date Approved: _____
(Name – Title)

A. County/local efforts in response to this disaster have been as follows: (Describe efforts in specific terms of material and personnel committed)

B. Expenditures and obligations for which No reimbursement will be requested:

1. <u>Individual Assistance Categories</u>	<u>Dollar Amount</u>
Housing	_____
Individual and Family Grants	_____
Evacuation	_____
Mass Care	_____
Other: _____	_____
_____	_____
_____	_____
TOTAL:	_____
2. <u>Public Assistance Categories</u>	
Debris/Wreckage Removal	_____
Restoration of Public Facilities to include highways, roads and bridges	_____
Protective Work	_____
Public Safety	_____
Other: _____	_____
_____	_____
_____	_____
TOTAL:	_____
3. <u>Damage Assessment</u>	_____
GRAND TOTAL:	_____

INSTRUCTIONS

1. The Governor's request for a major disaster declaration is based on a finding that the disaster is of such severity and magnitude that effective response is beyond the capability of the State and the affected County and local governments and that Federal assistance is necessary. It must include an estimate of the amount and severity of the damage and a certification of State, County and local government obligations and expenditures for alleviating the damage, loss, hardship or suffering resulting from such disaster for which no reimbursement will be requested.
2. The information to be provided on this form is required to support a request for Federal disaster assistance. It is subject to Federal audit should a major disaster be declared. It is, therefore, important that records be maintained to support each entry. These records will also be essential in preparation of the Local Commitment Statement as part of the Project Application for Federal assistance. (See Annex D, Disaster Recovery Plan).
3. The report should be prepared in duplicate whenever a State agency, County or local government has disaster related expenses. One copy should be submitted to the State Council of Civil Defense through the Civil Defense Area Headquarters (State agencies send direct) and the second copy should be retained for record purposes.
4. This report will be submitted when requested by the State Council of Civil Defense.

APPENDIX 2 TO ANNEX AA

WAR—CAUSED DISASTER REPORTS

A. Pre-Attack Reports

1. Daily Situation Summary Report (SITREP)

- a. State Agency Directors and Civil Defense Area Directors will report staff activations and/or opening of EOC's to the State Council of Civil Defense without delay.
- b. As readiness levels increase, certain procedures are required to be accomplished by each EOC (See Appendix 1, Annex J). Upon attainment of these tasks by each EOC, a report will be submitted to the next higher echelon EOC. Use brief, concise statements; example: Eastern Area achieved Initial Alert at 2:00 PM.
- c. The Daily Situation Summary Report will reflect actions which occurred during the preceding 24-hour period and is due in the State Council of Civil Defense EOC not later than 6:00 PM.
- d. Daily summary of significant actions that should be included are as follows:
 - (1) List of NUDETS not previously reported giving general areas affected.
 - (2) Civil/Military mutual support operations proposed or in being.
 - (3) Continuity and functioning of County and local government.
 - (4) Local economic impediments to operations.
 - (5) Analysis of the RADEF situation and resultant effect on the conduct of operations.

2. Increased Readiness Information System (IRIS)

- a. IRIS reports will be submitted by County governments to Area Headquarters EOC's upon notification by the State Council of Civil Defense. (See Annex J. for IRIS system procedures)
- b. County governments will use DCPA Form 766-L when forwarding information to Area EOC's. Area EOC's will use DCPA Form 766-SR when forwarding information to the State Council of Civil Defense.

B. Weapons Effect Reports

1. These reports indicate the location and severity of weapons effects (blast, fire and fallout radiation) and provide a basis for attack analysis and damage assessment.
2. Radiation/NUDET Report. See Annex M for RADEF reporting procedures. These reports include:

- a. Operational Readiness Reports
- b. Flash Reports
- c. Dose Rate Reports
- d. Accumulated Radiation Dose Reports

C. Operational Situation Reports

1. Request for Aid

- a. Requests for aid are submitted only when a major operational or survival problem, including a shortage of a survival resource exists, and when sufficient resources are not available within the area to provide the aid required. A problem is considered major if it directly or indirectly threatens the survival of a significant number of people.
- b. The request for aid should include a concise statement of the nature and extent of the problem and the kind of aid required, including the expected duration of need.

2. Population Status (POPSTAT)

County governments and Civil Defense Area EOC's should forward information on any unusual or exceptional conditions among the surviving population such as widespread illness from undetermined causes, as soon as identified and verified. The following is the type information that should be included:

- a. Date/time
- b. Period of Report
- c. Estimate of Population Casualties
- d. Nature of widespread illness
- e. Cause of illness, if known
- f. Action taken
- g. Estimate of when problem will be resolved
- h. Assistance needed

3. Government Status (GOVSTAT)

Information that a County or local government has been destroyed or is not functioning should be forwarded to the Area and State EOC, together with information on any actions being taken to support or reconstitute such governments.

4. Facility Status (FACSTAT)

Requests may be received from the State Council of Civil Defense for information on the operational status of critical facilities or installations, such as railway or highway bridges, or plants producing essential survival items. Area Headquarters should forward such requests to County governments, stressing that if the facility is damaged, an on-site evaluation should be made by a technically qualified person (e.g., an engineer from PennDOT should evaluate the condition of a damaged highway bridge, a plant superintendent should evaluate the status of a damaged manufacturing plant).

5. Fire Situation Report (FIRESIT)

Any large fire areas that may occur outside damaged areas should be reported, including location, type, and size of affected area.



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INDIANA

